



REFORMED UNIVERSITY

CATALOG 2024-2025

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REFORMED UNIVERSITY

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www.runiv.edu

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MESSAGE FROM THE PRESIDENT

Dear Prospective Student:

We are pleased that you are considering Reformed University.

We want your biblical leadership educational experience to be enjoyable and productive. At Reformed, you will be in an environment that will encourage you to learn, live, and lead...by the Book. We strive to be a biblical beacon of light in the nation's Reformed community by providing quality education to prepare men and women with sound theological principles based on inspired Scripture. Our desire is to teach God's word effectively and in a manner that allows the practical application of Scripture to the challenges of daily life.

As you study, you will acquire knowledge to enhance your ministry and service to the Lord.

These are just a few of the many exciting opportunities that await you at Reformed University. Our program offerings will challenge you and stretch your intellectual ability. Nevertheless, the experience you gain through shaping and sharpening your theological knowledge and ministerial skills will exceed your investment of time and energy. God has a perfect plan for your life, and we at Reformed University are thankful for the opportunity to be a channel of blessing to you. We believe your decision to join our Reformed family could be one of the most important decisions you'll ever make. I look forward to having you learn, grow, and serve with us for His glory!

His servant and yours,

Dr. David Y PAK



President

2 Cor. 4:5

ABOUT REFORMED UNIVERSITY

All information in this catalog is subject to change. Please ensure that you are using the latest version of the catalog by downloading it from the Reformed University website, www.runiv.edu

OUR VISION

To be a premier Christian institution of learning offering students a path into the future as they discover their calling in this world

MISSION STATEMENT

The Mission of Reformed University is to make Christ known through quality Christian education, to advance learning, scholarship, and service of humanity by equipping students from all walks of life to make their mark on this world. We aim to transform knowledge into wisdom and skills that can be applied in life, ministry, and business.

STATEMENT OF FAITH

Reformed University holds firmly to the inerrancy of Scripture and to the Reformed Faith as summarized in the Westminster Confession of Faith and Catechisms as well as in the Apostles' Creed. We believe in:

THE BIBLE

As the divine inspiration to atone for the sins of mankind, the infallible written Word of God, inerrant, and the primary standard for our faith; both the Old and New Testaments.

GOD

One true and living God, the Creator of all things, one eternal, transcendent, omnipotent, existing in three same Persons - Father, Son, and Holy Spirit, but all of one essence and all having the same nature, perfections, and attributes, and each is worthy of precisely the same worship and obedience. God the Father, the first person of the Divine Trinity, is infinite Spirit - sovereign, eternal, and unchangeable in all His attributes who is eternally worthy of honor, adoration, and obedience.

JESUS CHRIST

The perfect, sinless humanity and the absolute, full deity of the Lord Jesus Christ, indissolubly united in one divine-human person since His unique incarnation by miraculous conception and virgin birth. In God's Son incarnation in flesh both in divine and human natures, in His miracles, in His atoning death on the cross for the sins of all to reconcile with our God, in His resurrection in three days, in His ascension from the grave to the right hand of the Father according to the Scriptures, and in His return in power and glory. We believe in the substitutionary and redemptive sacrifice of Jesus Christ for the sin of the world, through His literal physical death, burial, and resurrection, followed by His bodily ascension into heaven.

HOLY SPIRIT

The Holy Spirit is the third person of the Godhead who convicts, regenerates, indwells, seals all believers in Christ who was crucified and resurrected to redeem our sins, and fills those who yield to Him. The Holy Spirit gives spiritual gifts to all believers, and in the present and active of the Holy Spirit in the world, by whom the gospel is proclaimed and the kingdom of God is manifested in the world. The Holy Spirit comes from God the Father and the Son and causes people to be saved and to realize their sin and misery, enlightens their hearts to know Jesus Christ, strengthens their will, encourages, empowers them, causes them to receive Jesus Christ and bear fruits of righteousness, and protects us until we enter into the eternal heaven.

HISTORICITY

We believe in the full historicity and perspicuity of the biblical record of primeval history, including the literal existence of Adam and Eve as the progenitors of all people, the worldwide cataclysmic deluge, and the origin of nations and languages at the tower of Babel.

THE CHURCH

The Church, of which Christ is the head, is established by God to gather and nurture the believers to grow into the body of Christ, which is the fullness of Him that fills all in all. This Church is the kingdom of the Lord Jesus Christ, the house and family of God, out of which there is no ordinary possibility of salvation. God has given the visible Church the ministry and the ordinances of God for the gathering and the perfecting of the believers.

SALVATION

Personal salvation from the eternal penalty of sin provided solely by the grace of God on the basis of the atoning death and resurrection of Christ, to be received only through personal faith in His person and work.

LAST THINGS

The future, personal, bodily return of Jesus Christ to the earth to judge and purge sin, to establish His Eternal Kingdom, and to consummate and fulfill His purposes in the works of creation and redemption with eternal rewards and punishments. Both the saved and the lost will be resurrected; the saved unto the resurrection of life and the lost unto the resurrection of damnation.

CREATION

God created man according to His image, in knowledge, righteousness, and holiness, and made them rule over the other creatures. Adam, the first man, sinned by disobedience. This act resulted in the fall of mankind and incurred both physical and spiritual death for all. We believe the triune God created the universe apart from pre-existing materials and without any evolutionary process, the creation of the existing space-time universe and all its basic systems and kinds of organisms in the six literal days of the creation week.

SATAN

We believe in the existence of a personal, malevolent being called Satan who acts as tempter and accuser, for whom the place of eternal punishment was prepared, where all who die outside of Christ shall be confined in conscious torment for eternity. We believe that Satan was originally created as a perfect being. He rebelled against God. As a result, he became depraved, the Devil and adversary of God and His people, and leader of a host of angels who fell with him. Satan has been judged and defeated at the cross and awaits his ultimate doom at the Second Advent of Jesus Christ.

PHILOSOPHY OF EDUCATION STATEMENT

Reformed University believes that God calls each individual to prepare intellectually and spiritually to share Jesus Christ throughout the world. Reformed University affirms that its curriculum is designed to reflect the Spirit of Christ, and is:

Christ-centered, Bible-based

1. Academically relevant to degree and non-degree programs that satisfy the needs of the world
2. Pursuing academic excellence
3. Taught by faculty who are Christians and comply with the institution's doctrinal beliefs
4. Taught by faculty who are dedicated to quality higher education
5. Taught by faculty who hold appropriate academic credentials
6. Taught in an environment conducive to academic and spiritual growth
7. Designed to integrate the academic training with Christian commitment
8. Based on Christian belief in God's mission for the world.

INSTITUTIONAL GOALS

GOALS

1. To expand the identity and influence of the Reformed Church and the Global Reformed University Network
2. To identify and nurture future global leaders with a Christian worldview who will facilitate a global presence with a unifying message embracing multi-racial diversity with a new paradigm resulting in creative convergence in the workforce.
3. To commit to the biblical principles revealed by God through Christ "in whom are hidden all the treasures of wisdom and knowledge"
4. To relate Christian liberal arts education to the changing needs of contemporary society
5. To combine knowledge and spirituality, thereby enhancing the wholeness of our existence and perspective in life
6. To equip students from both the US and abroad with the ability to lead with integrity in a global community
7. To be of service in the world through academic excellence, critical reflection, lifelong learning, spirituality, and accountability in the use of knowledge for the benefit of society and the goal of global evangelism

OBJECTIVES

To fulfill these goals, Reformed University has established several teaching objectives:

1. To encourage students to live in God's love and grace, and enjoy happy and healthy lives at school
2. To guide students to a faithful and practical application of the contents of their studies in accordance with biblical principles
3. To encourage students to demonstrate their abilities through academics so that they can succeed in society after graduation

4. To provide students with curricula that reinforce a Christian paradigm and worldview empowering them to become influential global leaders
5. To provide students with appropriate classes and programs designed to develop the skills to be future leaders in society

ETHICAL VALUES AND STANDARDS

We as Reformed University constituencies including Board of Trustees members, Faculty, Staff, and Administrators have the responsibilities and privilege to:

1. Dedicate ourselves to the missions and objectives of Reformed University;
2. Prepare current and future leaders to influence their communities with a Christian mindset and worldview;
3. Hold firmly to the inerrancy of Scripture and to the Reformed Faith as summarized in the Westminster Confession of Faith and Catechisms and the Apostles' Creed;
4. Seek an understanding and articulation of how the Word of God directs the search for truth; pursuit of excellence in the performance of work; and concern for those under our care and instruction;
5. Promote awareness of social responsibility and dedication to the advancement of the welfare of the people in the community;
6. Maintain an adequate balance between effective vocational ministries training and academics as members of an educational institution which solely glorifies God;
7. Fulfill our commitment to meet the educational needs of culturally, racially, and socioeconomically diverse people;
8. Integrate a biblical worldview into all aspects of their professional lives;
9. Demonstrate godly lives in personal growth and the interaction of college life;
10. Honor business practices and advertising standards to build the credibility and integrity of the institution; and
11. Comply with policies and procedures established and practiced by the University.

INSTITUTIONAL STUDENT LEARNING OUTCOMES

All academic programs offered at Reformed University are consistent with its statement of faith, mission, and goals, and the following learning outcomes are expected of all programs:

1. Through the graduate-level program and through undergraduate and graduate.
2. Degree program, graduates will possess a broad perspective of theological training, and students will be given opportunities to be formed as leaders in church and society through academic excellence, critical reflection, and faithful witness.
3. Graduates will gain advanced leadership skills that engage them critically in global issues (ecclesiastical or business) and show an ability to make informed choices toward positive changes and the welfare of

humankind, thus meeting the challenges marked by multiple and complex cultural, socioeconomic, political, and spiritual realities and relationships.

EFFECTIVENESS

Reformed University's primary goal is to bring about effectiveness and growth in every facet of campus life for all constituencies including its students and faculty members. We conduct ongoing cycles of assessments, strategic planning, and budget planning in all areas in order to help the institution focus on its mission and goals. Assessment of institutional effectiveness engages academic services, administrative services, facilities management services, and student services since all these services influence the quality of education. Reformed University strives for successful institutional effectiveness by engaging continuously in assessment, strategic planning, and budget planning. The Office of Institutional Effectiveness has been inaugurated to conduct this cycle of assessments, and the Office of Academic Affairs ensures that the educational goals, the philosophy, and stated objectives are in line with the mission of the school and that overall outcomes of learning are in alignment with the mission of the school, and that each program is based on the stated objectives. To gauge the general effects of instruction, each faculty member is required to submit a well-organized syllabus, an exit interview of every graduate and of non-completing students, and to maintain a dialogue with the local ministries and organizations that hire graduates from our institution. Also, each student in each class is given an opportunity to evaluate their instructors at the end of each semester. Each faculty member evaluates students through direct assessment methods, such as examinations, reports, etc.

FAIR BUSINESS PRACTICE AND TRUTH IN ADVERTISING

Reformed University adheres to fair business practices and advertising standards to build credibility and maintain the institution's integrity. Reformed University, therefore, pledges:

1. To honor the Federal Trade Commission Act, by being truthful and non-deceptive, and fair in its advertising
2. To avoid any deceptive elements in the institution's business practices, Reformed University follows the FTC's deception policy statement regarding misleading, misinforming, or otherwise deceptive advertising. This policy applies to all marketing media, whether online, in print, or televised. Reformed University recognizes that advertisement or promotional claims on the Internet must be truthful and substantiated.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

1. Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
2. Parents or eligible students have the right to request that a school may correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
3. Generally, schools must have written permission from the parent or eligible student to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions:
 - 1) School officials with legitimate educational interest;
 - 2) Other schools to which a student is transferring;
 - 3) Specified officials for audit or evaluation purposes;
 - 4) Appropriate parties in connection with financial aid to a student;
 - 5) Organizations conducting certain studies for or on behalf of the school;
 - 6) Accrediting organizations;
 - 7) To comply with a judicial order or lawfully issued subpoena;
 - 8) Appropriate officials in cases of health and safety emergencies; and
 - 9) State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

HISTORY

The Seminary of Jung Lib Presbyterian General Assembly, Seoul, Korea was established in September of 1984 as a denominational institution and this led to the founding of Reformed Theological University, and then to the establishment in Atlanta, GA, of Reformed University:

- 1984 - Founding of Jung Lib Presbyterian General Assembly Theological University, Seoul, Korea, which has since graduated approximately 1,700 students and ordaining 1,200 pastors. In South Korea alone, these graduates have founded more than 800 churches, and 130 missionaries are currently serving in all nations of the world.

- 1992 - Reformed Theological University, founded in Chicago Illinois, USA, was authorized to operate as an educational seminary.
- 1998 - RTU became a full member of the Pacific Union Accrediting Association of Christian College & Seminaries, and the seminary's transfer credits were accepted and acknowledged internationally.
- 2006 - The institution moved to Georgia, USA, and was authorized to operate by the state. The institution acquired a 17- acre lot with three structures and operates the facilities as an office space with lecture rooms, a chapel, and dormitories.
- 2009 - Procured a new, 10,000-square-foot facility in Duluth, GA, USA, where there is a strong Korean community. The new facility accommodated the main chapel, three lecture halls, several offices, a fellowship hall, and a library.
- 2011 - Acquired formal recognition as a religiously exempt post-secondary educational institution by the Georgia Nonpublic Postsecondary Education Commission (GNPEC)
- 2013 - Moved to a new facility at 1724 Atkinson Rd., Lawrenceville, GA 30043
- 2014 - Authorized to offer degree programs by GNPEC to offer graduate programs in Divinity, Christian Education, Theological Studies, and Intercultural Studies and Ministry, and undergraduate programs in Christian Education, Theological Studies, and Intercultural Studies and Ministry
- April 2014 - The name of the institution was officially changed to "Reformed University"
- April 2015 - Reformed University became a member of the Transnational Association of Christian Colleges and Schools (TRACS), having been awarded Candidate Status as a Category III institution by the TRACS Accreditation Commission
- November 2016 - Reformed University became a full member of TRACS, having been awarded Accredited Status as a Category III institution by the TRACS Accreditation Commission
- January 2017 – Reformed University was approved to offer Federal Student Financial Aid under the Title IV program
- March 2017 – Reformed University was approved by SEVP (Student Exchange Visitor Program) to issue Form I- 20 to international students, enabling them to obtain F-1 visas.
- July 2017 – TRACS approved Reformed University’s new Bachelor of Arts in Business Administration program, and Reformed University began accepting students into the program.
- July 2018 – TRACS approved a Teaching Site for Reformed University at 128 Bangchuk-gil, Aewol-eup, Jeju-do from TRACS.
- October 2018 – TRACS approved the MBA program for Reformed University.
- April 2020 – TRACS approved the MALS program for Reformed University.
- July 2020 – TRACS approved the MATS and MAICS programs for Reformed University.
- April 2021 - TRACS approved the reaffirmation.
- August 2022 - Dr. Jin O Jeong is elected as the second President.
- June 2023 – Closed Jeju Teaching Site
- August 2024 - Dr. David Pak is elected as the third President.

Reformed University is a member of the Transnational Association of Christian Colleges and Schools (TRACS), having been awarded Accredited Status as a Category III institution by the TRACS Accreditation Commission on November 1, 2016. This status is effective for a period of up to five years and is subject to renewal in 2031. TRACS is recognized by the United States Department of Education (USDE), the Council for Higher Education Accreditation (CHEA), and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).

Transnational Association of Christian Colleges and Schools

15935 Forest Road, Forest, Virginia 24551

Phone:(434) 525-9539

Fax:(434) 525-9538

<http://www.tracs.org/>

info@tracs.org

Reformed University is authorized to operate in the state of Georgia by the Georgia Nonpublic Postsecondary Education Commission (GNPEC). This authorization must be renewed annually.

Georgia Nonpublic Postsecondary Education Commission

2082 East Exchange Place, Suite 220

Tucker, Georgia 30084-5305

770-414-3300

CAMPUS LOCATION

Reformed University is located in the City of Lawrenceville, a northeastern suburb of Atlanta. The population of the greater Atlanta metropolitan area continues to grow. Atlanta is an energetic and growing city, with major centers of international immigration, the busiest airport in the world, a vibrant arts scene, and many beautiful parks and landmarks. It is home to the world headquarters of several major Fortune 100 companies, including Coca-Cola, Home Depot, Delta Airlines, AT&T Mobility, and Newell Rubbermaid, as well as many other major companies and corporations. Atlanta is located close to major areas for recreation, including Lake Lanier, the Chattahoochee-Oconee National Forest, and the beautiful Northeast Georgia Mountains, home to the southern end of the Appalachian Trail and many other hiking trails, camping sites, rivers, and lakes. Many historic sites and points of interest are in and around the city, including Civil War landmarks, the Margaret Mitchell House, Fernbank Natural History Museum, the High Museum of Art, the Georgia Aquarium, CNN Center, and several historic churches and landmarks of the US Civil Rights Movement, much of which was centered in the city.

FACILITIES

Reformed University's main administration and teaching facilities are located at 1724 Atkinson Rd in Lawrenceville, Georgia. The main campus has a two-story state-of-the-art facility with over 17,000 square feet of space and an additional 3,600 square-foot building for extra-curricular activities. The facility sits on more than eight acres of land and has some 400 parking spaces. It is equipped with a kitchen, a dining area, and storage space.

The facility is conveniently located at Sugarloaf Parkway and I-85. The building itself is highly conducive to academic purposes. It has space for an auditorium, classrooms of different sizes, a library, offices for student advising and testing, faculty and executive administration offices, and an information services desk. There are computer/internet stations available to students in the computer lab, and wireless internet access throughout the campus.

REFORMED UNIVERSITY LIBRARY

There are approximately 24,000 printed titles in the Reformed University Library. The materials are closely tied to the curriculum and aim to support the subject areas covered by Reformed University's academic programs. The library catalog and electronic databases are accessible around the clock through Populi (Reformed University's Academic Portal).

Library Contact: library@runiv.edu

For more information, please visit the website. <https://runiv.edu/library>

COMPUTER LAB

The computer lab has 20 computers with word-processing capability and Internet access. Computers are available for students to use on a first-come, first-served basis during regular Library hours except when the lab is closed for classroom purposes. During class time, access to the room is prohibited to everyone other than class participants. A Printer and a scanner are available for anyone's use in the Computer Lab.

Students are encouraged to bring their own paper for printing purposes.

ADMISSIONS INFORMATION

ADMISSION POLICY

When all the required information and fees have been received by the Office of Admissions, the application will be reviewed by the Admissions Committee. The Admissions Committee will notify the applicant of its decision within

10 business days. An approved student application to Reformed University is valid for one year from the date of approval.

All Applicants must submit the following information and agreements at the time of application for admission without any exceptions:

- Enrollment Agreement, signed and dated
- Student Disclosure Agreement, signed and dated
- Statement of Faith, signed and dated

UNDERGRADUATE DEGREE PROGRAM APPLICANTS

must submit the following:

- An application form completed in full for the program for which you seek admission
- Enrollment Agreement
- Non-refundable application fee
- Proof of high school graduation or equivalency is required (i.e. a certified copy of high school diploma, transcript or GED certificate)

PROOF OF HIGH SCHOOL COMPLETION REQUIREMENTS FOR ADMISSIONS

Proof of high school completion is required for your application to be processed. For admission, proof can be in the form of one of the following:

- official high school transcript from a state approved high school
- copy of a United States High School Diploma from a state approved high school
- High School Equivalency Transcript (GED/TASC Test Scores)
- official transcript from a U.S. regionally accredited college or university showing conferral of an associate degree.

Official high school transcripts must be sent directly from the issuing institution by:

- **Mail:** 1724 Atkinson Rd NW, Lawrenceville, GA 30043
- **Email:** admins@runiv.edu
- A copy of a high school diploma may be submitted by the student; however, not all submissions will meet the requirement, and additional proof may be requested.

HIGH SCHOOL FROM NON-U.S. INSTITUTIONS

If your high school education is from a country other than the United States, that credential must be evaluated by a member organization of the National Association of Credential Evaluation Services ([NACES](#)). We recommend either the general evaluation or grade evaluation for high school equivalency.

Please make sure to plan accordingly and review pricing, services, documentation requirements and the time it takes to prepare the evaluation report as each service differs. Evaluation reports must be submitted directly from an approved evaluation service to the university. Copies of evaluations sent by the student will not be accepted.

Korean Students

- Korean high school documents must show the approval of the ministry of education.
- Korean transcripts must be in English.

HIGH SCHOOL CREDENTIALS FROM HOME-SCHOOLS OR OTHER PRIVATE SCHOOLS

Students who have completed their secondary education at a non-public school or home-school that:

- is not registered with the State Education Department;
- is not recognized, authorized or approved by the state educational entity in which the school is located to issue high school degrees;
- is not located in the state which the student resides,

MUST SUBMIT:

- A High School Equivalency Transcript (GED/TASC Test Scores), or
- a letter from the superintendent of the school district in which they studied attesting that such a program is substantially equivalent to a four-year high school program.

GRADUATE DEGREE PROGRAM APPLICANTS

must already possess a bachelor's degree (or its equivalent) from an accredited institution and must submit the following:

- a) An application form completed in full for the program for which you seek admission
- b) Enrollment Agreement
- c) Non-refundable application fee
- d) Official transcripts mailed directly to Reformed University of all college, university, or seminary records, showing all courses pursued, grades received, and degree(s) earned

INTERNATIONAL STUDENT APPLICANTS

For an international student to be able to study in the US, there is a well-defined procedure that must be followed. It includes following several required steps, such as taking tests, applying for admission, securing an I-20, getting an F-1 visa, and then doing the actual studies in the US. Since March 2017, Reformed University has been approved and certified by the United States Immigration and Customs Enforcement to issue I-20s to qualifying international students who are admitted to study at Reformed University.

Applicants must submit the following documents in addition to the documents required for all applicants:

- Application form for international applicants
- Non-refundable I-20 application fee
- F-1 Student Proof of Financial Support
- F-1 Student Agreement
- Copy of passport and current visa
- Copy of high school diploma, GED certificate and/or accredited institution transcripts with certified English translation
- TOEFL iBT score of 60 or any equivalency to show the English proficiency (i.e., ESL certificate)
- Transfer Clearance Form (for Transfer-In students only)
- International Student Immunization Records form
- International Student Health Insurance Waiver form
- Financial Statement with Affidavit of Support

Please consult the Appendix to the Reformed University Catalog or speak to the International Student Advisor for complete information on international student admission.

ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS

Incoming initial-entry students (those who are not currently in the US) to the Bachelor of Arts in Business Administration (BABA) program must possess a Test of English as a Foreign Language Internet-based Test (TOEFL iBT) score of at least 60 or completed a nationally or regionally accredited English Language program in the U.S. in order to enroll at Reformed University. Applicants who do not have the required TOEFL score will be required to take the English Placement Test on campus. Reformed University does not currently offer English as a Second Language (ESL) classes.

*** English language proficiency test only waived for applicants from English language educational systems.**

- Applicants who have earned a high school or college degree from within the United States or completed at least a year of credit-bearing academic study at an accredited U.S. university.
- Applicants who were primarily educated in English-speaking countries/territories.

For all other information regarding International Students, please contact the office of admission at admins@runiv.edu.

TRANSFER CREDIT

Reformed University (RU) welcomes the transfer of course work from only US accredited institutions. Such institutions have been accredited by an agency that is, in turn, recognized by the Council for Higher Education Accreditation or CHEA.

To request the transfer, the student should submit a transfer credit request form and attach the official transcript. Credit is evaluated on a course-for-course basis, requiring that course descriptions and credit values be comparable.

Only work earned with a grade of “C” or higher is transferable for the undergraduate program, and a grade of “B” or higher is transferable for the graduate program. Grades from transfer credits do not compute into the student’s RU GPA.

RU takes steps to ensure that course work taken from previous institutions is comparable to course work offered by RU.

These steps include one or more of the following:

- 1) Demonstration of achievement by means of comprehensive examinations.
- 2) Review of syllabi, faculty credentials, grading standards, and other relevant learning resources at the sending institution

RU Undergraduate and graduate students must complete at least 50 percent of the total credit requirement at Reformed University.

RESIDENCY REQUIREMENT

For degree-seeking students, an enrollment residence requirement (or credit hour residency requirement) indicates the number of credits you must complete through Reformed University in order to graduate. Please refer to the Enrollment Residency Requirement for each program in the Reformed University Catalog.

TRANSFER TO ANOTHER INSTITUTION

Students seeking to transfer to another post-secondary educational institution must complete the current semester at our school and submit the withdrawal form by the deadline of registration for the next semester.

STATEMENT OF NON-DISCRIMINATION

Reformed University does not discriminate based on race, color, religion, national origin, sex, sexual orientation, age, genetics information, disability, or status as a protected veteran. The University's nondiscrimination policy applies to all phases of its employment process, its admission, and to all other aspects of its educational programs and activities. Further, this policy applies to sexual violence and sexual harassment (forms of sex discrimination) occurring both within and outside of the University context if the conduct negatively affects the individual's educational or work experience or the overall campus environment. Retaliation directed to any person who pursues a discrimination complaint or grievance participates in a discrimination investigation or otherwise, opposes unlawful discrimination is prohibited.

Title IX of the Education Amendments of 1972*Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, or other civil rights laws should be submitted to the Reformed University Office of Academic Affairs. Any inquiries concerning Reformed University's application of Title VI of the Civil Rights Act of 1964 should be addressed to the human resources office.

ACADEMIC INFORMATION

EDUCATIONAL PROGRAMS

Reformed University currently offers the following postsecondary degree programs, which are approved and authorized by the Georgia Nonpublic Postsecondary Education Commission (GNPEC) and the Transnational Association of Christian Colleges and Schools (TRACS):

GRADUATE DEGREE PROGRAMS

- Master of Divinity (MDiv)
- Master of Business Administration (MBA)
- Master of Leadership Studies (MALS)
- Master of Theological Studies (MATS)
- Master of Intercultural Studies (MAICS)

UNDERGRADUATE DEGREE PROGRAMS

- Bachelor of Arts in Theological Studies (BATS)
- Bachelor of Arts in Business Administration (BABA)

DEFINITION OF CREDIT HOURS

For all Reformed University degree programs and courses bearing academic credit, the "credit hour" is defined as "the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester hour of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in #1 for other academic activities as established by the institution, including laboratory work, internships, practicum, and other academic work leading to the award of credit hours."

A credit hour is assumed to be a fifty-minute (not sixty-minute) period for 15 weeks in a semester. In courses, a credit hour may be measured by an equivalent amount of work, as demonstrated by student achievement.

SEMESTER SYSTEM

For GNPEC authorized programs of undergraduate and graduate degrees, Reformed University operates on the semester system. The academic year consists of a fall and a spring semester, and a summer term. Each semester constitutes a minimum of fifteen weeks of classes, including the final exam week. In accordance with the decision of each school's faculty, term papers may be submitted in place of exams. Course examinations or assessments are given at least twice a semester (mid-term and finals) in addition to occasional quizzes and term papers. A student whose class attendance is less than 80% of all the classes held is not eligible for taking the final exam. Those who have missed any final exams due to circumstances beyond their control are entitled to take make-up exams.

SPECIAL SUMMER & WINTER TERMS

During these special terms, carefully selected and scheduled continuing education courses are offered for community education, in addition to regular courses. Students may enroll in these terms for the purpose of making up lost credits or adjusting Grade Point Averages. Schedules for these terms may vary per term. Students can access special term schedule information at Reformed University's website and in other published material.

COURSE DELIVERY

Reformed University provides educational content to students using the following structure.

1. Traditional Classroom Setting:
Face-to-face instruction in a physical classroom.

In-person interaction between instructors and students.
Traditional lectures, discussions, and group activities.

2. Online Learning:
Courses are delivered entirely over the internet.
Material is presented using asynchronous components.
Students access course materials and complete assignments on their own schedule.
Discussion boards, recorded lectures, and self-paced modules are common.
Utilizes learning management systems (LMS) and various online tools.
3. Independent Study: An Independent Study is a course for academic credit which offers a student an individualized educational experience and is equivalent to the semester hour of credits. Special exceptions to any or all of the above criteria MAY be granted in exceptional cases, upon approval of the Program Director and the Office of Academic Affairs, who may choose to add other individual requirements for a particular student.
4. Language: All educational contents will be provided in English. However, some of the courses may be provided in various other languages upon approval by the Academic team.

REGISTRATION PROCEDURE

During the semester, all students currently enrolled at Reformed University will be informed by text message or Email of the details of registration dates and procedures. The annual Academic Calendar is published in the official Catalog and on the Reformed University website at runiv.edu

All registration is conducted over the portal system. New undergraduate students may register as a part of an orientation group or during registration for the term. Continuing students may register during the registration period in the preceding term or during the early or regular registration period.

Any course adjustments (dropping and adding classes) should be completed during the add/drop period. Academic Advisors can help you make the right decisions in selecting a major and defining a path toward earning your degree.

NOTE: Specific dates can be found on the academic calendar located on the RU Web page, runiv.edu

FULL TIME STATUS

Full Time Course Load - for undergraduate students, twelve (12) semester hours and for graduate students, nine (9) semester hours - is a full-time load in determining such things as international students on F-1 visas and financial aid.

All international students are legally required to maintain full-time student status. Only when the I-20 student is in the last semester prior to graduation may he/she possess a less than full-time enrollment status. Full-time for a Bachelor student is 12 credit hours (4 classes), Master of Divinity is 9 credit hours (three classes), and other Masters are 9 credit hours (3 classes).

Note: Students must be enrolled in a minimum of 12 credit hours to be considered full-time for the summer semester. Undergraduate students are required to enroll in a minimum of 12 credits per semester, but they can take a maximum of 18 credits during that semester.

Graduate Students on the other hand can enroll in a minimum of 9 credits per semester but they can take a maximum of 12 credits during that semester.

ATTENDANCE POLICY

Academic credit for a course requires regular class attendance. Class attendance means being present in the class for the entire scheduled class meeting. The student's physical presence is crucial in any class meeting regardless of whether or not the assignments are completed. In the event of absence for any reason, the student is responsible for any information or class content missed. In some cases, additional work may be required to make up for an absence. If not made up, missed work may result in a lower grade or even a failing grade for the course.

For any online courses offered by Reformed University, attendance is carefully monitored through many learning management system tools such as automatic log-in checks; daily quiz taking records; VOD time checks; and such other methods as may be specified by the instructors or technicians monitoring the attendance and academic progress of each individual student.

A student attending on-campus is required to attend at least 80% of the class meetings for each course in which he/she is enrolled. For semester-long on-campus courses, this means that a maximum of three (3) class periods may be missed, since the Reformed University semester schedule is usually 15 weeks. Any student who misses more than 20% of class meetings may receive an "F" or be forced to withdraw from the course. Exceptions may be made only in extreme circumstances and then only with the approval of the Dean of Academic Affairs.

LEAVE OF ABSENCE

A Leave of Absence allows RU students to temporarily suspend their studies. A Leave of Absence is a period of time when a student is not enrolled in classes but typically intends to reenroll. Reasons can include studying abroad, medical conditions, death in the family, or other emergencies. In terms of Leaves related to mental health, schools have different policies and procedures depending on the circumstances. They can be considered Leaves of Absence, Medical Leaves of Absence, Emergency Leaves, or, in some cases, involuntary Leaves of Absence.

LEAVE DUE TO MEDICAL REASONS

F-1 students are eligible to take a LOA due to medical reasons. Students have the option to return to their home country or remain in the U.S. to receive medical treatment if recommended by a doctor. Students who wish to remain in the U.S. must obtain a doctor's letter recommending the LOA for medical reasons.

If your leave is for medical reasons, you can be authorized for a reduced course load based on medical conditions. In this situation your SEVIS record will remain active and you will be allowed to stay in the US.

You must have documentable proof that you cannot physically attend classes from a medical physician recommending leave for a specific period or semester.

MAXIMUM LENGTH OF A LEAVE

Leaves of absence are granted for one academic term only. Requests for additional terms must be submitted in writing to the Office of Registrar prior to the end of the first academic term on leave. Extensions for one additional term will be granted only upon presentation of exceptional circumstances (i.e., LOA form, letter of explanation and supporting documents officially provided).

STUDENT ACTIONS REQUIRED FOR LEAVE OF ABSENCE REQUESTS

Submit the Leave of Absence Request Form. >>> [Go to Leave of Absence Request Form](#)

Complete the form and submit it with supporting documents in the LOA request form.

Please note: Students are responsible for submitting the LOA Request Form in a timely manner with supporting documents accurately. Please note that any form of evidenced medical documents must be from a licensed medical doctor, doctor of osteopathy or licensed clinical psychologist.

VERIFYING A LEAVE

Students do not receive notification when a leave is approved. Authorized advisors can check the Information System to see if the student's leave of absence has been recorded. The student's first semester on leave and his/her first semester back are noted under the letters LOA (Last date of Attendance).

Please visit the registrar web page: runiv.edu/registrar

WITHDRAWAL

Unforeseen circumstances may require a student to withdraw from the university. In the event withdrawal becomes necessary, the student should talk with the Director of Student Services or the Director of Academics. If the situation does indeed warrant a withdrawal and there are no other acceptable options, the student will be directed to the Registrar's office to initiate the formal withdrawal process.

A withdrawal form is used to withdraw from a class or all classes at Reformed University.

Please visit the registrar web page: runiv.edu/registrar

NOTE: There may be financial aid and/or academic consequences of withdrawal. You may wish to consult with your instructor, advisor, counselor, or international student advisor prior to withdrawal. Please refer to the Refund Policy for complete details.

ACADEMIC DEGREE COMPLETION TIME LIMITS

BATS - 7 calendar years from date of first enrollment

BABA- 7 calendar years from date of first enrollment

MDiv - 5 calendar years from date of first enrollment.

MBA - 5 calendar years from date of first enrollment.

MATS – 4.5 calendar years from date of first enrollment.

MAICS – 4.5 calendar years from date of first enrollment.

MALS - 4 calendar years from date of first enrollment.

GRADUATION

In order to receive a degree, students must be registered in the academic year they graduate and must apply for graduation. Students must have met all financial obligations to the University at least two weeks prior to graduation. Any student unable to attend commencement must notify the registrar in writing no later than two weeks prior to graduation. A minimum grade point average of 2.0 is required for graduation in the Bachelor's degree programs and 3.0 in the Master's degree programs.

Degrees are conferred only once a year. If a student applies for graduation but has not completed the requirements for the specified conferment date, the student must re-apply for the next graduation and pay an additional graduation fee.

GRADUATION HONORS

Reformed University confers three levels of academic honors:

- Summa Cum Laude (GPA 3.95-4.00)
- Magna Cum Laude (GPA 3.75-3.94)
- Cum Laude (GPA 3.40-3.74)

ACADEMIC DEGREE COMPLETION TIME LIMITS

GRADING AND EVALUATION

Reformed University's grading scale is shown below. Grades are given in letter and equivalent number values. Every student is responsible for knowing and understanding current academic policies and regulations. Ignorance of a policy that appears in the Student Handbook or in the Catalog is not a valid reason for granting an exception to any policy.

Letter Grade	Numerical Grade	GPA	Description
A	95-100	4.0	Outstanding work; Exceeding All Standards
A-	90-94	3.7	
B+	87-89	3.3	Good work; Meeting Most Standards
B	84-86	3.0	
B-	80-83	2.7	
C+	77-79	2.3	Fair work; Meeting Minimum Standards
C	74-76	2.0	
C-	70-73	1.7	
D	60-69	1.3	Poor work; Not Meeting Minimum Standards
F*	0 -59	0.0	Failed to complete the course
I**			Incomplete work
W			Withdrawal from a course prior to receiving grade
U			Unofficial Withdrawal
CR/NC			Credit (CR) is in place of grades 'A' through 'C-'. No-credit (NC) is in the place of grade 'D' or 'F'.

* **F (FAILURE)** – Indicates failure to complete the course, meaning loss of course credit.

**** I (INCOMPLETE)** – Indicates that part of the course requirements has not been completed. Within **TWO** weeks after the end of the semester, students must have made up any uncompleted work and will be assigned a letter grade by the instructor. If all required work is still incomplete after this period, the grade of "I" will automatically become "F."

GOOD STANDING

For Reformed University certification or admission purposes, an undergraduate student with a cumulative GPA of 2.0 or above; or a graduate student with a cumulative GPA of 3.0 or above; and who is making satisfactory progress toward the completion of degree requirements within the time limits of the degree program, including approved extensions, is considered in good academic standing. For purposes of reports and communications to other institutions, and in the absence of any further qualifications of the term, a student is considered in good standing unless the student has been dismissed, suspended or dropped and not readmitted.

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

The Higher Education Act of 1965, as amended, requires Reformed University to develop and enforce standards of satisfactory academic progress (SAP) prior to awarding any federal financial aid funds to students. Standards of satisfactory academic progress were established to encourage students to *successfully complete* courses for which federal financial aid is received, and to progress satisfactorily toward degree completion. *Successful completion* of a course for undergraduates is defined as receiving one of the following grades: A, A-, B+, B, B-, C+, C, C-, D+, D or CR. Successful completion of a course for graduate students is defined as receiving one of the following grades: A, A-, B+, B, B- or C, CR.

The standards apply to federal financial aid programs, including Federal Pell Grant and Federal Direct Loans.

These financial aid standards of academic progress are separate from, and in addition to, academic standards required by the University for continued enrollment. The criteria used to determine academic progress are cumulative grade point average, cumulative completion rate (or pace), and maximum time frame to complete the degree.

At the Spring term each year, the Office of Financial Aid reviews students' academic progress. All periods of enrollment are reviewed, including semesters during which no financial aid was received.

There are three distinct dimensions to the SAP standards:

- Completing the degree requirements within an established timeframe
- Maintaining the minimum required grade point average (GPA)
- Achieving a minimum rate of academic progression each year (Pace)

These standards also include an opportunity to appeal the denial of financial aid if the student has faced unusual circumstances that prevented the student from attaining the minimum standards described in this document.

Aid Programs Affected by Academic Progress:

Federal Pell Grant

Federal William D. Ford Direct Loans (including the subsidized and unsubsidized student loans, Federal Parent Loan (PLUS) and Federal Grad PLUS)

Qualitative Requirement - Grade Point Average (GPA)

Undergraduate students must maintain a minimum cumulative GPA of 2.0

Graduate students must maintain a minimum cumulative GPA of 3.0

Quantitative Requirement - Completion Rate (Pace)

Students must successfully complete a minimum of 67% (two-thirds) of cumulative units attempted (attempted units are units for which a tuition charge was incurred). This is measured annually and on a cumulative basis.

Transfer hours accepted by the University toward the student’s degree requirements are included as credits attempted/earned but not in the GPA according to University Academic Standards Policy.

Maximum Time Frame for Completion of Educational Objective

Students must complete their degree program within 150% of the published length of their degree program. The following standards of attempted units are applied to determine when a student has exceeded the maximum time frame for completion of their degree program.

Degree	Required Units for Degree	Maximum Attempted Units
Bachelor’s	120	180
Master’s of Divinity	90	135
Master’s of Business Administration (MBA)	36	54
Master’s of Arts in Theological Studies	45	67.5
Master’s of Arts in Intercultural Studies	42	63
Master’s of Arts in Leadership Studies	36	54

For example, if a major requires 120 credit hours to graduate, a student could not receive financial aid beyond 180 credits attempted (including transfer hours) whether or not financial aid was received for those credits.

Incomplete Grades

Within **TWO** weeks after the end of the semester, students must have made up any uncompleted work and will be assigned a letter grade by the instructor. If all required work is still incomplete after this period, the grade of "I" will automatically become "F."

Multiple Retakes - Repeated courses affect academic progress as follows:

- Cumulative Grade Point Average - Only the most recent grade counts in the student's Cumulative GPA.
- Cumulative Completion Rate and Maximum Time Frame - When a course is repeated, each course attempt will be counted as attempted hours.

Remedial Coursework

Remedial courses are treated the same as other courses for satisfactory academic progress purposes.

Transfer Hours

Transfer hours that are accepted toward the student's academic program count in the overall maximum time frame calculation and in the cumulative completion (pace) calculation. Transfer hours have no effect upon the cumulative grade point average.

Changes of Major/Degree Program

Students who change majors or change programs are still held to the 150% maximum time frame rule but only credits applying to the new major or degree program are evaluated. The 150% maximum limit will be measured based on the number of credits required for the new major/program.

Timing of Reviews

Current active students will have their academic progress reviewed at the end of the Spring term for all enrolled students. SAP is evaluated once each aid year at the University. Students who are not meeting the requirements of the University's SAP policy are notified by email within five (5) business days.

New financial aid recipients (i.e., those students who had never previously applied for aid) or students reactivated for enrollment at the University will have their academic progress reviewed when the Financial Aid Office receives the results of the Free Application for Federal Student Aid (FAFSA).

At the time of the review students who are not meeting the minimum requirements will be placed on financial aid suspension.

Financial Aid Suspension

Students who are placed on financial aid suspension are ineligible for financial aid for subsequent enrollment periods. During suspension students may be permitted to attend Reformed University at their own expense to demonstrate academic progress.

Reinstatement of Eligibility

Students who choose to attend Reformed University or another institution while on financial aid suspension at their own expense will not be automatically eligible for financial aid upon seeking reinstatement. When seeking reinstatement, students must meet the academic progress standards in order to regain eligibility for subsequent enrollment periods. NOTE: A period of non-enrollment from the University itself will not restore eligibility to a student who has failed to make satisfactory progress.

Appeals

Appeal is a process by which a student who is not meeting the institution's satisfactory academic progress (SAP) standards petitions the institution for reconsideration of the student's eligibility for Title IV, HEA program assistance. Students on financial aid suspension may appeal the loss of aid if extenuating circumstances prevented the students from making satisfactory progress.

Students may submit a written appeal to the Financial Aid Office. This appeal must be filed within five (10) business days of notification of the decision and must, at a minimum, explain in writing the circumstances that led to their unsatisfactory academic performance and why they feel that these circumstances will not be a factor going forward.

Circumstances which are considered extenuating are those which are unusual and/or unforeseen at the beginning of the enrollment period, such as: injury or illness of the student, death of a close relative, or other situations which were unexpected and beyond the student's control. Allowances may also be made for students who have a documented disability or other adjustment difficulties. The appeal must include what has changed that will allow the student to make SAP at the next evaluation. Students must also provide appropriate supporting documentation, e.g., doctor's note, receipts or obituary with their appeals. Students who successfully appeal their aid ineligibility will be placed on financial aid probation.

APPEAL PROCESS

After an Unsatisfactory Academic Warning, students who are no longer eligible to continue the program due to unsatisfactory academic progress are advised immediately following the determination. Students may submit a written appeal to the office of registrar or Dean of Academic Affairs.

This appeal must be filed within ten (10) business days of notification of the decision and must, at a minimum, explain in writing the circumstances that led to their unsatisfactory academic performance and why they feel that these circumstances will not be a factor going forward.

The Academic Review Committee will consider all information, including potential mitigating circumstances such as illness or other personal medical issues, family situations, financial obligations, or other circumstances presented by the student. The Academic Review Committee will advise the instructor and make recommendations to the registrar or instructor to the possible adjustment of the grade. However, if the committee decides that the appeal is invalid, the process will end.

Students appealing for reinstatement of eligibility for financial aid must adhere to the following procedures:

1. Set up an appointment with Academic Affairs to discuss the appeals process, requirements, and options;
2. Obtain an SAP Appeal Form from the OFA;
3. Obtain and attach appropriate documentation that substantiates the condition(s) related to the circumstances;
4. Visit with an academic advisor to develop an academic plan that addresses specifically academic deficiencies and how they will be addressed. For example, the advisor and the student may agree on a reduced course load; different courses; tutoring options; or other approaches the student and adviser might consider to be appropriate.
5. Submit a written statement indicating which of the above conditions to support the appeal and provide a copy of the academic plan.

The review of the appeal can take up to two to four weeks from the date the form is submitted. Students wishing to submit an appeal should do so in ten business days upon receipt of failure to meet SAP requirements notification.

The OFA adheres to the following procedures once a student submits an SAP Appeals Form:

1. The OFA will only review complete appeal documentation.
2. The Academic Review Committee (OFA and Academic Affairs) will review the appeal with particular consideration given to the nature of the appeal together with program regulations to determine approval status.
3. If the appeal is approved, students will be notified in writing, placed on financial aid probation, and continue to receive financial aid.
4. If the appeal is denied, the student will be notified in writing within ten business days of the decision.

Students are notified in writing of the results of their appeal. The possible appeal results are listed below.

Approved Appeals - Probationary Status

Students who appeal may be granted a probationary period. At the end of a probationary period, students must be meeting the satisfactory academic progress requirements or must be successfully meeting requirements of an academic plan in order to continue to receive financial assistance.

Denied Appeals - Reinstatement of Eligibility

Students who choose to attend Reformed University while on suspension, at their own expense, will not be automatically eligible for financial aid upon seeking reinstatement. Students must be meeting the academic progress standards in order to regain eligibility for subsequent enrollment periods. A minimum of six units earned at Reformed University must be completed in order to be considered for reinstatement.

ACADEMIC PROBATION POLICY

ACADEMIC WARNING

A student whose cumulative grade point average falls below the adequate cumulative grade point average at the end of a semester may be warned toward academic probation in the subsequent semester unless it is mended above the adequate cumulative grade point. It is currently 2.0 (C) or higher for all bachelor's degrees; and 3.0 (B) for graduate degrees.

ACADEMIC PROBATION

A student whose cumulative grade point average falls below the adequate cumulative grade point average at the end of two semesters may be placed on academic probation toward academic suspension in the subsequent semester unless it is mended above the adequate cumulative grade point.

ACADEMIC SUSPENSION

A student whose cumulative grade point average falls below the adequate cumulative grade point average at the end of three semesters may be placed on academic suspension toward academic dismissal in the subsequent semester unless it is mended above the adequate cumulative grade point.

Students accepted on academic warnings of any kind may not be permitted to take more than 12 credit hours following semester.

Students who expect to discontinue their study at Reformed University are expected to notify their academic advisor and the Office of Academic Affairs. The situations below are considered valid

reasons for withdrawal or dismissal:

- Lengthy illness (physician's verification is required)
- Violations of school regulations that demand discipline
- Disqualification by failure to meet all the requirements of classes and graduation

DISMISSAL

Students whose cumulative grade point average falls below 2.0 after three semesters may be subject to academic dismissal. Students may be dismissed from the University for academic or other reasons. Reformed University may administer academic dismissal if a student:

- has been on academic suspension and has failed to lift his/her grade point average to the adequate cumulative grade point average of each degree during the following semester
- fails to register during the prescribed period
- develops an illness requiring extensive hospitalization
- commits a violation of school regulations governing discipline and misconduct
- commits a felony or crime of a serious nature

A student who receives a term GPA of 2.0 but does not raise the institutional GPA enough to meet the above standards, will remain on Academic Warning. A student who fails to achieve a semester grade point average of 2.0 while on Academic Warning will be placed on Academic Probation.

Does academic warning affect financial aid?

Yes, during the Financial Aid Warning semester you can be awarded financial aid (if otherwise eligible). You can only be granted a 'warning' status for one semester. You are not allowed to receive consecutive "warning" semesters of financial aid.

PROGRAMS OF STUDY AND COURSE DESCRIPTION

UNDERGRADUATE

Reformed University offers a theological education that aims to cultivate a broadly informed, well-disciplined intellect without specifying a particular theological emphasis. This approach to learning engenders exploration in students' minds, makes Reformed University a place for the exercise of curiosity, and gives students the opportunity to discover new interests and abilities. The university is not only a place for acquiring facts but also encourages critical thinking and creativity. To ensure that study is neither too narrowly focused nor so wide as to be vague, the university strongly supports the principle of distribution of studies as well as the principle of concentration. It requires that study be characterized, particularly in the earlier years, by a reasonable diversity of subject matter and approach and in the later years by concentration in one of the major programs or departments. In addition, the university requires that all students take courses in certain foundational skills –writing, quantitative reasoning, and foreign language—that hold the key to opportunities in later study and later life.

-In this time of increasing globalization, both academic study of the international world and firsthand experience of foreign cultures is crucial. No Reformed University student can afford to remain ignorant of the forces that shape our world. Reformed University urges all its students to consider summer, a term, or a year abroad sometime during their college careers.

-A student working toward a bachelor's degree usually takes four courses each term, and normally receives a BA degree after completing 120 credits. To achieve a balance of breadth and depth, a candidate for a bachelor's degree is required, while completing the twenty-five 3-credit courses, to fulfill the distributional requirements described in the catalog as well as the requirements of the major.

-Each undergraduate student is required to complete forty-five credit hours in general education courses. In order to meet the general education requirements, every undergraduate level student at Reformed University will complete at least these many credits in general education regardless of their major, concentration or field of study. Each department or academic school may choose general education core courses for their students to complete for their degree programs. Currently, the list of required general education courses include:

- 6 credit hours in Biblical Area
- 6 credit hours in Communications
- At least 6 credit hours in Humanities and Fine Arts
- At least 6 credit hours in Behavioral and Social Sciences
- At least 6 credit hours in Science and Mathematics

-Detailed information on general education courses at Reformed University is provided at the end of this section of undergraduate programs. Just note that some of the courses will be provided in the Korean language.

GENERAL STUDIES

General Studies is the component of the undergraduate curriculum devoted to those areas of knowledge, methods of inquiry, and ideas that the university and scholarly community believe are common to well-educated persons. General education provides a foundation for future learning.

The generally well-educated student will demonstrate:

1. an understanding of general theological background of Reformed University, and its views
2. an ability to analyze, think critically, and form reasoned conclusions
3. competence in communicating his or her views and ideas clearly and cogently
4. an understanding of the methods by which people pursue knowledge
5. an understanding of differences and relative power among peoples
6. broad knowledge and understanding of the natural sciences, social sciences, and humanities
7. knowledge of the principles of wellness for living a healthy and fit life, both physically and mentally

-Reformed University endeavors to integrate the intellectual, personal, professional, and spiritual growth of its students. To achieve this goal, the undergraduate programs of Reformed University have a significant concentration of general education courses, which are designed to introduce students to an array of intellectual approaches and perspectives as ways of learning, rather than a prescribed body of content. Reformed University's undergraduate programs are also designed to acquaint students with multiple modes of thought in the sciences, politics, history, ethics, social institutions, and literary texts, and to broaden the student's horizons. Every

undergraduate student is expected to complete the general education requirement before entering into theological and ministerial studies. A total of 45 credit hours must be completed with a grade of "C" or above in general education to graduate.

COURSE DISTRIBUTION (45 CREDITS)

Each undergraduate student is required to complete 45 credit hours in general education courses. In order to meet the general education requirements, regardless of their major, concentration or field of study, every undergraduate level student at Reformed University will complete at least the following course requirements. Each department or academic school may choose General Education core courses for their students to complete for their degree programs, and the Reformed University Catalog may represent the most updated list of courses for completion of degree requirements:

- 6 credit hours in Biblical Area
- 6 credit hours in Communications
- At Least 6 credit hours in Humanities and Fine Arts
- At Least 6 credit hours in Behavioral and Social Sciences
- At Least 6 credit hours in Science and Mathematics
- Remaining 15 credit hours from any area of student's interest

BIBLICAL AREA COURSES (6 CREDIT HOURS)

As a Christian institution, Reformed University requires all undergraduate degree program students to complete Biblical foundational courses, such as BS101 Survey of the Bible or BBLS201 Life of Jesus Christ, before their graduation. These courses provide a foundational study of Christianity through overviews of the entire Bible and historical information of Jesus' life, to acquaint the student with a basic understanding thereof, and making them able to apply the teachings of Jesus' life in a practical way to life today.

Course Code	Course Name	Credit Hours
BBLS101	Survey of the Bible	(3)
BBLS201	Life of Jesus Christ	(3)

COMMUNICATIONS COURSES (6 CREDIT HOURS)

Communication is the art of expressing and exchanging meaning among people. At the University, meaning or knowledge is developed as teachers and students share insights, exchange ideas, and debate positions. Reading, speaking, research, and writing all play important roles in this construction and extension of knowledge. Oral communication courses develop students' awareness of the communication process; focus on the skills of invention, organization, and expression; promote understanding of, and adaptation to a variety of communication contexts; and emphasize critical skills in listening, reading, thinking, and speaking.

Communication courses will teach students to do the following:

- Create effective speeches through careful selection of topics and analysis of audience needs, situational factors, and speaker purposes
- Gather, evaluate, organize, and outline supportive materials into persuasive and informative messages that reflect an understanding of the appropriate use of evidence, reasoning, and language
- Deliver effective speeches that demonstrate proficiency in articulation, nonverbal behaviors, and visual aids that reinforce the message and promote clarity and interest
- Become more discriminating consumers of messages through critical listening

Course Code	Course Name	Credit Hours
COMM100	Introduction Communication	(3)
ENGL101	English Composition I	(3)
ENGL102	English Composition II	(3)
HCOM 102	Public Speaking	(3)
HCOM 101	Intercultural Communication	(3)

HUMANITIES AND FINE ARTS COURSES (6 CREDIT HOURS)

In studying the humanities and fine arts, students learn to explore issues fundamental to human identity, as these are expressed in the artistic, cultural, and intellectual traditions of the world's civilizations. Courses in the humanities and fine arts reveal ways to give meaning to human experience through the study of fine arts, philosophical thought, literature and film, interpretations of history, rituals and belief systems of religion, and foreign languages. After studying the humanities and fine arts, students will have the tools and knowledge to respond more knowledgeably and actively to those humanistic and artistic works and traditions created by people of various societies and times.

General education courses in the humanities and fine arts will allow students to learn to accurately perceive, carefully describe, and systematically analyze various humanistic expressions and works such as literary, philosophical, and historical texts; artistic forms and musical works; and ritual, drama, and other forms of symbolic action and speech. In addition, humanities will help the students in the following ways:

- Learn significant concepts and issues that continue to structure and guide study in the humanities disciplines
- Learn to identify, analyze, and interpret the historical, social, or cultural contexts for these humanistic works and expressions
- Examine and come to understand human values as they are represented, reasoned about, and justified through various humanistic works and traditions

- Develop skills in reading, critical reasoning, and communication, all of which are important for understanding and effectively communicating ideas and perspectives regarding humanistic works and traditions

Course Code	Course Name	Credit Hours
ART101	History of Western Art	(3)
ART102	Theories of Design & Color	(3)
CHIN101	Fundamental Chinese	(3)
ENGL101	English Composition I	(3)
ENGL201	English Composition II	(3)
ENGL201	Biblical- English I	(3)
ENGL202	Biblical English II	(3)
HUM101	Introduction to Philosophy and Theology	(3)
HUM115	Critical Thinking	(3)
HUM205	Multicultural Leadership	(3)
HUM210	Leadership Development	(3)
HUM245	Introduction to World Civilization	(3)
HUM301	Spiritual Classics	(3)
LAN101	Spanish	(3)
LAN102	Korean	(3)
LITR301	Modern English Literature	(3)
MUS101	Fundamentals of Music	(3)
MUS105	Music Appreciation	(3)
MUS201	Music & Worship	(3)
MUS205	University Chorus	(3)
PHIL100	Introduction to Philosophy	(3)
PHIL106	Introduction to Logic	(3)
PHIL348	Philosophy of Religion	(3)

BEHAVIORAL AND SOCIAL SCIENCES COURSES (6 CREDIT HOURS)

In their social science coursework, students explore aspects of their own cultures and beliefs and the cultures and beliefs of others within a context of empirical research findings and theoretical speculation. They examine anthropological, economic, geographical, political, psychological, and sociological aspects of individuals and groups

in various cultures and the social problems that these individuals and groups attempt to overcome. They apply a variety of methodologies (e.g., laboratory experiments, case studies, naturalistic observations) to studies of individual and group behavior.

General education courses in the social sciences will allow students to

- Gain insight into the diversity of human motivations and institutional forces that influence social behavior
- Recognize multiple methods and modes of inquiry used in the social sciences and their appropriate application
- Develop analytical and critical thinking skills as applied to the study of the social sciences
- Communicate ideas and explain concepts and analyses using the language of the social sciences

Course Code	Course Name	Credit Hours
ECON101	Principles of Economics	(3)
HIST180	Survey of American History	(3)
HIST225	Survey of Modern World History	(3)
HIST305	Introduction to Anthropology	(3)
MKTG455	Strategic Internet Marketing	(3)
POSC100	American Government	(3)
PSY101	Principles of Psychology	(3)
PSY210	Personality and Adjustment	(3)
SOC101	Introduction to Sociology	(3)
SOC201	Race and Ethnic Relations	(3)
SOC202	Contemporary Ethics	(3)
SOC205	Education and Cultural Diversity	(3)
SOC206	Gender and Education	(3)
SOC210	Early Childhood Education	(3)
SOC301	Moral Development	(3)
SOC410	Marriage and Family	(3)

SCIENCE AND MATHEMATICS COURSES (6 CREDIT HOURS)

Studying the natural sciences and mathematics enables students to understand the physical and natural world and the scientific and mathematical concepts, theories, and principles that explain that world. That is, students broaden and deepen their understanding of the diversity and interrelatedness of human knowledge in the sciences and mathematics and are better able to explain the similarities and differences that exist among the sciences. By studying the methods of inquiry practiced by scientists in the search for answers to yesterdays and todays issues

and problems, they experience both the power and limitations of this knowledge while growing in their appreciation of the scientific perspective and its impact on their lives and society.

General education courses in the natural sciences and mathematics will allow students to

- Demonstrate understanding of basic terms, concepts, principles, processes, and systems in the natural sciences and mathematics
- Draw conclusions and/or identify relationships by synthesizing from relevant information
- Demonstrate the ability to apply appropriate investigative methodologies in laboratory courses
- Demonstrate the ability to use and understand scientific and mathematical terminology in writing assignments and/or classroom discussion

Course Code	Course Name	Credit Hours
BIOL101	Introduction to Biology	(3)
CHEM111	Nutrition and Health	(3)
CHEM115	Introductory General Chemistry	(3)
COMP101	Computer Science I	(3)
COMP102	Computer Science II	(3)
COMP103	Information Technology for Every Life	(3)
GEOL110	Topics in Earth Science	(3)
MATH115	College Algebra	(3)
MATH150	Calculus I	(3)
MATH201	Probability	(3)
MATH205	Introduction to Statistics	(3)
PHED100	Physical Education	(3)
PHYS101	Introduction to Physics	(3)

COURSE DESCRIPTIONS

(All courses are 3 credits unless otherwise noted.)

ART101 History of Western Art

An introductory course in art history. The student will study the arts and aesthetic and philosophical ideas of the western world. The course covers the history of art in the western world from the Renaissance to modern times; using visual aids to introduce works of art in painting, sculpture and architecture.

ART102 Theories of Design & Color

This course is to introduce the nature of design activity, basic elements of engineering design, the design process and methods and application of engineering methods for each design process.

BIOL101 Introduction to Biology

Underlying principles governing life forms, processes and interactions. Elements of biology and reasoning skills for understanding scientific issues on personal, societal and global levels. For non- science majors. No credit toward biological science major. One or more sections may be offered in an online format.

BBLS101 Survey of the Bible

An overview course of the entire Bible, this course is designed to acquaint the student with a basic understanding of all 66 books. Specific topics will include authorship, date of writing, major themes, and applications.

CHEM111 Nutrition and Health

The basics of nutrition: diet, food additives, vitamins, hormones, drugs, disease, and related biochemical topics; current controversies, popular practices, fads, and fallacies. For the non-science major.

CHEM115 Introductory General Chemistry

Basic chemistry for students with limited background in chemistry who plan to take additional chemistry or other science courses.

CHIN101 Fundamental Chinese

For non-native Chinese speakers. Developing listening and reading comprehension and speaking. Introduces writing and develops cultural awareness to communicate on a basic level. Conducted primarily in Chinese.

COMM100 Introduction to Communications

The purpose of this course is to provide an understanding of the media by introducing students to the history, structure and operations of these media in today's changing media marketplace.

COMP101 Computer Science I

An introduction to computers, designed to give students the skills required for basic computer use. Students are given a brief overview of basic computer concepts and are provided basic information on hardware, memory, multimedia, storage, networks and application software.

COMP102 Computer Science II

This course is designed to introduce concepts of computer programming for students. This course focuses on an overview of information processing including computer applications, algorithms, documentation, and analysis of problems for computer solutions.

COMP103 Information Technology for Every Life

This course is designed for students to understand the wide variety of information technology used in everyday life. Students will learn how various technological devices work and understand the basic scientific principles underlying their operation.

ECON101 Principles of Economics

An introduction to the principles of both micro- and macroeconomics. Microeconomics topics will include the basics of supply and demand, the behavior of consumers and businesses, and how markets operate. Macroeconomic topics will include the fundamental components of gross domestic product (GDP), the problems of inflation and unemployment, the impacts of government fiscal and monetary policies, and economic growth.

ENGL101 English Composition I

Introductory course in the fundamentals of expository prose. Grammatical and basic rhetorical concepts and practices necessary for successful college writing. Instructional fee. Prerequisite: ENGL099 or score of T147 or higher on the English Placement Test

ENGL201 English Composition II

Introductory course in the fundamentals of expository prose. Grammatical and basic rhetorical concepts and practices necessary for successful college writing. Instructional fee. Prerequisite: ENGL099 or score of T147 or higher on the English Placement Test

ENGL201 Biblical English I

This course is designed for students to familiarize themselves with the English Bible. Students will learn to analyze and translate the English Bible utilizing English grammar and sentence diagramming.

ENGL202 Biblical English II

In this course students will study the English Bible as a literary document. They will learn the literary nature of the Bible through literary analysis, including the study of literary genres such as narrative, poetry, prophecy and epistolary.

GEOL110 Topics in Earth Science

Public interest topics in Earth science. Alternating topics include the world of the dinosaurs; earthquakes and volcanoes. Each course will include integrated labs, lectures and field trips that explore mainstream Earth science issues.

HCOM101 Intercultural Communication

This course focuses on the theory and practice of interpersonal communication across cultural context from the fields of social psychology, cultural anthropology, and communication theory integrated with selected areas of personal encounter in cross-cultural context.

HCOM102 Public Speaking

Theory and presentation of public speeches, including an analysis of determinants of comprehension and attitude formation; selection and organization of speech materials, development of delivery skills and evaluation of message effectiveness. Student presentations and participation in research projects required.

HCOM103 Basic College Writing I

This course is designed to introduce students to the challenges and demands of college-level expository writing. Emphasis will be placed on adherence to the conventions of standard written English in sentence structure, grammar usage, punctuation, and spelling.

HCOM104 Basic College Writing II

This course prepares students to become better writers and readers at the college level. The course introduces students to the complex demands of academic literacy and trains students to respond to those demands successfully. Some class discussions and readings focus on the function and scope of language and communication in a variety of academic contexts.

HIST180 Survey of American History

American history from pre-Columbian times (before 1492) to the present. The course presents basic themes that pervade the entire sweep of the nation's history. One or more sections may be offered in an online format.

HIST225 Survey of Modern World History

This course is a survey of world history from the early 16th century to the present, emphasizing social, intellectual and political topics.

HIST305 Introduction to Anthropology

Beliefs and practices in the full human variation of religious phenomena, with an emphasis on primitive religions. Forms, functions, structures, symbolism, and history and evolution of religious systems. One or more sections may be offered in an online format.

HUM115 Critical Thinking

This course is an introduction to the principles of good reasoning and effective argumentation, with an emphasis on their relationship to the Christian faith and their relevance for higher education. Specific attention will also be given to the historical and cultural trends that discourage the use of critical thinking skills today, with a view to equipping the student to resist those trends.

HUM205 Multicultural Leadership

This class provides educators with the knowledge and skills needed for culturally responsive teaching and leadership, and approaches to creating socially-just educational settings.

HUM210 Leadership Development

This course provides direct leadership experience to promote reflection upon and evaluation of one's own leadership abilities with the goal of developing those qualities for future application. This will be done by investigating and making visible aspects of the social forces, cultural dynamics, and historical contexts, which influence human experience.

HUM245 Introduction to World Civilization

This course aims to introduce students to the rich diversity of human culture from antiquity to the early 17th century. The focus is on the study of literary, religious, and philosophical texts as ways of narrating, symbolizing, and commenting on all aspects of human social and material life.

HUM301 Spiritual Classics

This class provides a guide for evangelicals to read the Christian spiritual classics.

LAN101 Spanish

Introduction to grammar and practical vocabulary necessary for fundamental communication skills for Spanish.

LAN102 Korean

An introduction to the elementary Korean language, designed for the students with very limited or no prior knowledge of the Korean language. It focuses on the basics of reading, writing, listening, and speaking.

LITR301 Modern English Literature

Students will gain an understanding of contemporary English literature and an appreciation of its impact on our heritage and culture.

MATH115 College Algebra

For students planning to take MATH135. Equations, inequalities, and systems of equations. Properties of functions and their graphs, including polynomial functions, rational functions, exponential and logarithmic functions, with applications. Sequences and series: One or more sections may be offered in an online format. Prerequisites: passing score on the Placement Test and three years of high school mathematics, including two years of algebra and one year of geometry.

MATH150 Calculus I

Properties of functions. The limit, derivative and definite integral concepts; applications of the derivative, techniques, and applications of integration. *Prerequisites:* four years of high school mathematics, including geometry, two years of algebra and trigonometry; a passing score on the ELM or exemption; and a passing score on the Placement Test. Prerequisite: MATH 125, with a grade of "C" (2.0) or better.

MATH201 Probability

The course covers the basic principles of the theory of probability and its applications. Topics include combinatorial analysis used in computing probabilities, the axioms of probability, conditional probability, and

independence of events; discrete and continuous random variables; joint, marginal, and conditional densities, moment generating function; laws of large numbers; binomial, Poisson, gamma, univariate, and bivariate normal distributions.

MATH205 Introduction to Statistics

This course provides an introduction to statistics and probability as techniques for collecting, summarizing and interpreting data and for coping with uncertainty in the management decision-making process. Topics include design of studies, observational studies, exploratory data analysis, statistical summaries, interactive statistical computing, probability, simple and multiple regressions, time series analysis, estimation, confidence intervals, hypothesis testing, quality control/statistical process control and modern developments.

MUS101 Fundamentals of Music

A study of the fundamentals of music including notation, meter signatures and rhythms, major and minor scales and key signatures, intervals, triads, terms, and symbols.

MUS105 Music Appreciation

This course is designed to acquaint students with the elements of music and the primary musical periods of traditional Western European classical music.

MUS201 Music & Worship

This course is designed to assist students in thinking critically about effective worship design as well as music and other arts in worship.

MUS205 University Chorus

The goal of the ensemble is to provide artistic, meaningful, and successful choral performances. To achieve this goal, the learning objectives for individual students include attention toward individual vocal development, increased musicianship skill, and the discovery of new means of artistic expression.

BBL201 Life of Jesus Christ

The class will focus on the historical information of Jesus' life, while also making practical application of Jesus' life, teaching and ministry to our lives today.

PHED100 Physical Education

The courses offered are designed to instruct students in various lifetime leisure/recreational activities that will provide them with a foundation for a healthy, physically active lifestyle.

PHIL100 Introduction to Philosophy

Nature, methods, and some of the main problems of philosophy. Primarily for freshmen and sophomores. Not a prerequisite for advanced courses. One or more sections may be offered in any online format.

PHIL106 Introduction to Logic

Logical structures of language and correct reasoning: deduction, induction, scientific reasoning, and informal fallacies.

PHIL348 Philosophy of Religion

The role of philosophy in shaping theological doctrine, in critically evaluating religious experience, in arguing for or against the existence of God and in considering the problem of evil.

PHYS101 Introduction to Physics

Basic concepts of physics for the non-science major. Physical concepts in real-world contexts such as global warming. How our ideas about motion, energy, heat, and temperature, light and color, electricity, and atoms form a framework for understanding the natural world.

POSC100 American Government

People, their politics, and power; contemporary issues, changing political styles and processes, institution, and underlying values of the American political system. One or more sections may be offered in an online format.

PSY101 Introduction to Psychology

This course will serve as an overview of the major fields within psychology with an emphasis on developing an understanding of psychology as the science of human thought and behavior.

PSY210 Personality and Adjustment

How we live and what we think of how we live are important factors in human adaptation. This course is designed to help students gain the ability to modify behavior to meet changing environmental requirements.

SOC101 Introduction to Sociology

This course explains the social organization, institutions, and social forces within our society. It evaluates the problems of society including social deviance, urban growth, drug addiction, and adjustment to social changes.

SOC201 Race and Ethnic Relations

The objective of this course is to introduce and review the nature of relationships between racial and ethnic groups and what consequences these have for their relative positions and behavior in society.

SOC202 Contemporary Ethics

This course provides students with an understanding of how ethical issues can be conceived, discussed, and resolved, and how ethical forms of reasoning emerge and are applied to address such issues.

SOC205 Education and Cultural Diversity

The goal of this course is to provide students with a thorough understanding of the concept of culture and cultural diversity, how culture influences the educational setting and how to develop an educational environment that supports and acknowledges a multitude of cultures.

SOC206 Gender and Education

This course examines how gender has affected theories of education, educational policies, school organization, curricula, pedagogy, and achievement within the US and internationally.

SOC210 Early Childhood Education

This course will provide foundations and practical strategies for rearing and teaching young children from birth to age five.

SOC301 Moral Development

This course discusses topics on morals and development. Other topics include values and cultures, ethics, and professionalism. The focus of the course is how moral education is integrated in the development of national education and national development.

SOC410 Marriage and Family

This course analyzes the sociological, physical, psychological, legal, and economic aspects of family. Included are investigations of courtship and marriage relationships, preparation for marriage, family, parenthood, interpersonal relationships, and marital adjustment.

BACHELOR OF ARTS IN THEOLOGICAL STUDIES (BATS)

PROGRAM OVERVIEW

The BATS degree is designed to prepare students for further theological studies and promote the cultivation of spiritual life. The degree provides the basis for deeper understanding of theological issues but also of a broader spectrum of general education. The degree meets the needs of servants who wish to begin or to continue graduate-level theological education for personal or vocational enrichment. It also serves as a basis for lifelong spiritual growth.

THE BATS PROGRAM FOCUSES ON:

- Presenting the various tools and methodologies available in the hermeneutical and exegetical tasks
- Examining the broad range of issues involved in interpreting the Bible
- Providing in-depth and comprehensive coverage of the contents of the Bible
- Providing instruction in sound principles of exegesis
- Exploring various theological responses to issues raised by the biblical text

- Offering elementary instruction in Hebrew and Greek

PROGRAM OBJECTIVES

Graduates of the BATS Program will be prepared to:

1. Communicate the scripture with clarity and conviction
2. Demonstrate an understanding of modern society and its culture
3. Evidence the personal and professional characteristics needed for successful ministry
4. Implement and answer critical questions concerning authorship, dating, psychology, and place of composition of the Bible
5. Articulate their understanding of the inspiration of the Holy Spirit in the composition of Scripture
6. Have opportunities to join the ministry of the local church under the supervision of a minister
7. Demonstrate the ability to understand the counseling principles and techniques required to meet individual needs

COMPONENTS AND REQUIREMENTS

The Bachelor of Arts in Theological Studies degree program requires 120 credit hours for graduation. The curriculum includes seventy-five credit hours in the major coursework (fifty-four from department core and twenty-one from electives courses) and forty-five credit hours in general education courses in addition to requirements in other subjects and grades as specified below.

COURSE CATEGORIES

BBLS	Biblical Studies: OT, NT, Bible Studies
BBLL	Language: Greek, Hebrew
CCED	Christian Counseling and Education
CCES	Christian Ethics
CHHS	Church History
MISS	Missions
PSMN	Pastoral Ministry
PRCH	Preaching
THLG	Theology
PRMN	Practical Ministry

DEPARTMENT CORE (54 CREDIT HOURS)		
BBLS201	Inductive Bible Study Methods	3 Credits
BBLS301	Introduction to Old Testament	3 Credits
BBLS302	Major Themes of Old Testament	3 Credits
BBLS310	Introduction to the New Testament	3 Credits
BBLS320	Introduction to Systematic Theology	3 Credits
BBLS402	Biblical Worldview	3 Credits
BBLS410	New Testament Theology	3 Credits
BBLS412	Sermon on the Mount	3 Credits
CCED301	Introduction to Christian Education	3 Credits
CCED310	Introduction to Counseling	3 Credits
CCES410	Introduction to Christian Ethics	3 Credits
CHHS301	The History of Christian Movement I The Apostolic Age to 1600	3 Credits
CHHS302	The History of Christian Movement II 1600-1800	3 Credits
MISS301	Introduction to Missions	3 Credits
MISS310	Inter-Cultural Ministries	3 Credits
PRMN301	Survey of Church Music	3 Credits
PRMN305	Religions of the World	3 Credits
PRCH301	Communication of the Bible	3 Credits
ELECTIVES (MINIMUM 21 CREDIT HOURS REQUIRED)		
BBLL301	Elementary Greek	3 Credits
BBLL302	Elementary Hebrew	3 Credits
BBLS303	Life of Prophets	3 Credits
BBLS413	The Gospel of John	3 Credits
BBLS414	Romans	3 Credits
BBLS415	The Book of Revelation	3 Credits

BBS401	Spiritual Warfare	3 Credits
BBS403	Historical Background of the OT	3 Credits
BBS404	Psalms	3 Credits
BBS405	Wisdom Literature	3 Credits
BBS411	The Parables of Jesus	3 Credits
BBS430	Doctrine of the Holy Spirit	3 Credits
CCED404	Art of Parenting	3 Credits
CCES410	Introduction to Christian Ethics	3 Credits
CCES421	Introduction to Christian Social Ethics	3 Credits
CCES422	Introduction to Christian Ecology	3 Credits
CHHS401	Asian-American Church –Theology and History	3 Credits
CHHS303	The History of Korean Church	3 Credits
THLG431	Introduction to Modern Theology	3 Credits
THLG432	Introduction to Postmodern Theology	3 Credits
THLG433	Christology	3 Credits
THLG434	Ecclesiology	3 Credits
PRMN300	Introduction to Reformed Worship	3 Credits
-PRMN311	Ministry to Older Adults in the Local Church	3 Credits
PRMN312	Youth Ministry	3 Credits
PRMN313	Teaching Children in Local Church	3 Credits
PRMN314	Principles of Discipleship	3 Credits
TRU100	Reformed University Faithfulness and Spiritual Journey	3 Credits

COURSE DESCRIPTIONS

(All courses are 3 credits unless otherwise noted.)

BBS201 Inductive Bible Study Method

An introduction to the inductive Bible study method, involving the steps of observation, interpretation, and application.

BBLS301 Introduction to the Old Testament

This course is an examination of the contents of the Old Testament with attention to the major developments in the history of redemption: creation, covenant, promise and fulfillment of the promises. This course covers the periods from Adam and Eve to Israel in the Promised Land.

BBLS302 Major Themes of the Old Testament

An overview of the major themes of the Old Testament such as Covenant, the Lordship of God, the kingdom of God, Holiness of God, etc.

BBLS303 Life of Prophets

A study on the life of the prophets; their callings, chronology, function, message and fulfillment, categories of prophetic oracles, subjects of aftermath oracles, etc.

BBLS304 Genesis

This course will examine the book of Genesis in detail, focusing on its literary and historical context, as well as exploring its interpretation and use in Judaism and Christianity, its appropriation in Western culture, and various approaches to its interpretation in modern scholarship. This course is a writing intensive course, requires a high degree of student participation and a high academic standard.

BBLS305 Synoptic Gospels

This course will provide a detailed examination of these texts, paying special attention to the distinctive portrait of Jesus that each gospel presents. Some topics of study will include (but are not limited to): various theories regarding the so-called "Synoptic Problem"; the relationship of the Synoptics to non-canonical texts; and a general introduction to critical methods in Gospel analysis such as literary, redaction, socio-historical, and tradition-critical.

BBLS413 Gospel of John

This course is an introductory course and it will be discussed in terms of Jesus' life and messages. The course will focus on an in-depth study of key passages. Applications for the twenty-first century minister will be emphasized.

BBLS414 Romans

This course is an introductory course for an exposition of the English text of the epistle to the Romans, paying special attention to the contribution this book makes to the understanding of Paul's theology and its implications for ministry.

BBLS415 Book of Revelation

This will be a detailed, verse by verse study of the book of Revelation. We will cover the entire book, with the exceptions of Chapters 2 & 3, which are the letters to the churches and are typically the most studied chapters in Revelation. Along with the book of Genesis, Revelation forms one of the 'book ends' of the Bible. Revelation

demonstrates God's power in ways unique to Scripture and reveals the final consummation of God's plan for humankind. It's an amazing, exciting, and fast-paced book which grows us in our understanding and awe of God.

BBLS310 Introduction to the New Testament

This course provides an introductory overview of the contents of the New Testament with an emphasis on historical settings.

BBLS312 Acts of the Apostles

The lives and works of the twelve apostles in relation to the life of Christ. General information about the apostles, their personalities and characters, their encounters with Jesus, their purpose and mission will be discussed.

BBLS401 Spiritual Warfare

Introductory study on Christian theodicy, the problem of evil, attributing pain and suffering to the mysterious good purposes of God. This course starts with the warfare worldview of the OT and NT and will discuss the kingdom of God as a warfare concept and Christian life as spiritual warfare.

BBLS402 Biblical Worldview

The basic concept and fundamental components of the worldview, how a worldview affects behavior and beliefs, and the elements of a Christian worldview will be discussed.

BBLS403 Historical Background of the OT

This course covers the history of the ancient Near East, including a chronology, Egyptian cosmology, early Mesopotamian history, highlights of Assyrian history, kings of Assyria, kings of Israel and Judah in Assyrian royal inscriptions, highlights of Babylonian history and Israel's neighbors.

BBLS404 Psalms

A literary, exegetical, and theological study of selected portions of the Psalms with emphasis on principles of interpretation, exegetical-theological methods, and homiletical application in the Asian- American context.

Prerequisites: BBLS301

BBLS405 Wisdom Literature

A literary, exegetical, and theological study of selected portions of the books of Job, Proverbs, and Ecclesiastes. The course will include an introduction to the major literary genres, motifs, and theological emphases of these books.

BBLS 406 Daniel & Revelation

An analytical study of Daniel and Revelation, with consideration of the many questions of interpretation and application in these important prophetic books.

BBLS410 New Testament Theology

This course will combine an inductive study of the New Testament with a careful analysis of the distinctive theologies of the various authors. Prerequisites: BBL310

BBLS411 The Parables of Jesus

Selected parables and their application are examined. The study of the parables is designed to aid the student in his teaching and preaching ministry.

BBLS412 Sermon on the Mount

An exegetical study on the Sermon on the Mount in Matthew 5-7. Special attention is given to context and literary structure, as well as ethical, hermeneutical, and theological issues.

BBLS430 Doctrine of the Holy Spirit

A study of traditional and contemporary understanding of the person and work of the Holy Spirit.

BBLL301 Elementary Greek

An introduction to the Greek of the New Testament, including Greek alphabets, basic vocabularies, and grammar. This course helps students to be familiarized with biblical Greek and its relation to the New Testament.

BBLL302 Elementary Hebrew

An introduction to the Hebrew of the Old Testament, including basic grammar, syntax, and vocabulary. Upon completion of this course, you will understand the basic grammar of biblical Hebrew.

CCED301 Introduction to Christian Education

A survey of the roots, objectives, and practice of religious education in the Christian church.

CCED310 Introduction to Counseling

Supervised exposure to and experience in the principles, methods, techniques and practice of counseling individuals or small groups.

CCED404 Art of Parenting

This course is designed to explore the multifaceted art of parenting. Topics will include the decision to have children; physical, social, and psychological patterns of child development; roles of grandparents; the church as a resource in parenting; single-parent families; second families, etc.

CCES410 Introduction to Christian Ethics

A study of major historical formulations of Christian ethics, including those of Augustine, Aquinas, Luther, Calvin, Edwards, the Puritans, and the Social Gospel.

CCES421 Introduction to Christian Social Ethics

This course is an introduction for social issues from the Christian perspective. An investigation of the biblical foundation for a system of ethics and its application to specific situations. Alternative ethical systems will be evaluated along with several contemporary social issues.

CCES422 Introduction to Christian Ecology

This course explores basic questions of ecological ethics—how human beings can and should live in relationship to earth's systems and respond to environmental degradation—in dialogue with practices and texts from the Christian perspective. Together we will closely read texts by Christian thinkers responding to environmental issues, and we will critically discuss and write about the arguments we find in these texts and our discussions.

CHHS301 The History of Christian Movement I: The Apostolic Age to 1600

This course covers the history of the Christian mission from the Apostolic Age to the Age of Discovery; the spread of Christ's message of God's kingdom to the entire world, from the first 500 years AD through the early Middle Ages (ca. 500-1000), to the medieval period (ca. 1000-1500), and into the Age of Discovery (ca. 1500-1600).

CHHS302 The History of Christian Movement II: 1600-1800

This period of Christian Movement will cover the Roman Catholic missions, Eastern Orthodox missions, the beginning of Protestant missions, and the Great Century of missions.

Prerequisite CHHS301

CHHS303 The History of Korean Church

An overview of the early period of the Korean church started by the Protestant missionaries.

CHHS401 Asian-American Church: Theology and History

A study of the theology and history of the Asian-American church with attention to the sociological and psychological studies of Asian American society.

THLG431 Introduction to Modern Theology

This course is an introductory course based on the historical developmental process of modern theology from the 16th century to the middle of the 20th century. This will focus on how to deal with Christology, ecclesiological understanding and how modern theology has defined Christianity in the relationship of Philosophy.

THLG432 Introduction to Postmodern Theology

This course is an introductory course for understanding postmodernism based on theology. This will explore contemporary questions and issues in light of the Christian religious theological tradition. This course will explore issues surrounding theology in a postmodern context.

THLG433 Christology

This course presents a comprehensive review of the many different ways that the Church has understood Jesus Christ through the centuries. We will examine Biblical Christology in the first part of the course. While the second part focuses on Historical Christology, and the final part concentrates on some contemporary Christology. An emphasis will be placed on personal appropriation of the material covered by means of frequent in-class discussions about the issues raised by the reading.

THLG434 Ecclesiology

This course introduces the nature and functions of “the church”. This will focus on surveying the theological doctrines of “church” and community. To do this, students will (1) closely examine selected key texts in the Christian Bible that discuss the developments of the early Christian church; (2) closely examine selected sections of historical theological texts on ecclesiology from a variety of theological traditions; and, most importantly, (3) research the understandings of authority and leadership, church and community in (a) their own self-identified community or tradition and (b) a contrasting community or tradition by visiting and observing their communal practices and reflecting upon them.

MISS301 Introduction to Missions

This course is to introduce the undergraduate student to the unfinished task of world evangelization. The main components of this course include an examination of biblical foundations for missions, missionary methods, the missionary call, and preparation for personal involvement in fulfilling the Great Commission and the great Commandment.

MISS310 Inter-Cultural Ministries

The nature of people in cultures, subsystems of cultures, including religion and language, an overview of global realities, international and intercultural ministry issues, and concepts in the scientific study of language. The class will explore the cross-cultural transition process and introduce internship opportunities.

PRMN300 Introduction to Reformed Worship

Survey of the development of liturgy in the Christian Church with an emphasis on a distinctively Reformed understanding of the public worship of God. The course seeks to prepare students for leading worship in the local church by hands-on experience in leading the ordinary and occasional worship services of the Church.

PRMN301 A Survey of Church Music

Survey of theories and practices of church music, building on musical, biblical, historical, theological, and socio-cultural foundations of music in worship in general.

PRMN305 Religions of the World

Major religious groups ranked by size and adherents. The top ten religions in the world and their belief systems will be discussed in relation to Christian missions.

PRMN311 Ministry to Older Adults in the Local Church

This course is designed to familiarize students with the programs, resources, and organizational structures interplay in leading the older-adult ministry of a local church.

PRMN312 Youth Ministry

This course is an introduction to various roles played by the youth leaders in ministering to the spiritual, personal, and social needs of adolescents in the Christian community.

PRMN313 Teaching Children in the Local Churches

This course is designed to familiarize students with issues and practices which are fundamental to ministering to and with children and families through the local church. It will provide foundations and practical strategies for teaching children in the church.

PRMN314 Principles of Discipleship

This course explains the need for developing a philosophy of ministry that focuses on building followers of Christ. Attention will be given to plans and strategies for creating a disciple-building environment that can be used in church and parachurch ministries. Personal and corporate discipleship are considered.

PRMN401 Practicum

A ministry experience as a youth minister in a local church setting for one semester.

PRCH301 Communication of the Bible

This course is an introductory study of preaching and communication of the Bible including various methods of sermon development which expounds a biblical text in an accurate and effective manner. It is designed to equip the student in the preparation of the development and delivery of sermons. To develop proficiency as a preacher, the student will learn the process of moving from analysis of the text through exegesis to a sermon structure which communicates truth to contemporary minds. The ability to communicate effectively is important in all areas of life. One of the goals of this course is the development of basic oral communication skills to give the student confidence in extemporaneous speaking, giving their testimony, presenting a devotional message, delivering a sermon, etc.

THLG201 Introduction to Systematic Theology

An introduction to systematic theology: the revelation of scripture, the doctrine of God and Creation, man in relation to God, the person and work of Christ, the application of the work of redemption, the doctrine of the church, the means of grace and the doctrine of the last things.

TRU100 Reformed University Faithfulness and Spiritual Journey

Reformed University's faculty and students participate in this class to share their spiritual journeys in the past, and their visions for their continuing journeys after leaving Reformed University, in a personal way. Participants will learn the ethos of Reformed University as well as that of each other.

BATS SUGGESTED PROGRESS PLAN

(120 Credit Hours Required)

Semester	Course Code	Course Title	Hours	Remarks
1st	INS101	Worship Service	P/F	IR
	BBLS101	Survey of the Bible	3	GE
		Select 1 from Communications	3	GE
		Select 1 from Humanities and Fine Arts	3	GE
		Select 1 from Behavioral/Social Science	3	GE
		Select 1 from Science and Mathematics	3	GE
		Total Credit Hours		15
2nd	INS102	Worship Service	P/F	IR
	BBLS201	Life of Jesus Christ	3	GE
		Select 1 from Communications	3	GE
		Select 1 from Humanities and Fine Arts	3	GE
		Select 1 from Behavioral/Social Science	3	GE
		Select 1 from Science and Mathematics	3	GE
		Total Credit Hours		15
3rd	INS103	Worship Service	P/F	IR
		Select 5 from any GE area	15	GE
		Total Credit Hours		15
4th	INS104	Worship Service	P/F	IR
	BBLS 201	Inductive Bible Study Method	3	Core
	BBLS 301	Introduction to the Old Testament	3	Core
	CHHS302	History of Christian Movement I	3	Core
	PRMN305	Religions of the World	3	Core
		Select 1 Elective Course	3	Elective
		Total Credit Hours		15
5th	INS105	Worship Service	P/F	IR

	BBS302	Major Themes of the Old Testament	3	Core
	BBS310	Introduction to the New Testament	3	Core
	CHHS302	History of Christian Movement II	3	Core
	PRMN301	Surveys of Church Music	3	Core
		Select 1 Elective Course	3	Elective
		Total Credit Hours	15	
6th	INS106	Worship Service	P/F	IR
	BBS320	Introduction to Systematic Theology	3	Core
	CHHS303	The History of Korean Church	3	Core
	CCED301	Introduction to Christian Education	3	Core
	MISS301	Perspectives in Missions	3	Core
		Select 1 Elective Course	3	Elective
		Total Credit Hours	15	
7th	INS107	Worship Service	P/F	IR
	BBS410	New Testament Theology	3	Core
	CCED310	Introduction to Counseling	3	Core
	MISS310	Inter-Cultural Ministries	3	Core
		Select 2 Elective Courses	6	Elective
		Total Credit Hours	15	
8th	INS108	Worship Service	P/F	IR
	BBS412	Sermon on the Mount	3	Core
	CCES410	Introduction to Christian Ethics	3	Core
	BBS402	Biblical Worldview	3	Core
		Select 2 Elective Courses	6	Elective
		Total Credit Hours	15	

BACHELOR OF ARTS IN BUSINESS ADMINISTRATION (BABA)

PROGRAM OVERVIEW

The aim of the Department of Business Administration is to provide a quality education program to students to prepare them to compete intellectually and professionally in the global workplace that is changing rapidly and technologically. The purpose of the Department of Business Administration program is to develop professionals with high levels of proactivity that can impact the world that is changing rapidly and technologically. The program seeks to maintain an open atmosphere to foster superior instruction, professional development, research,

entrepreneurship, and community involvement by the faculty according with the purpose, abilities and enhancing commitment. The values based in ethical principles are focused on the integrity, responsibility, vision and leadership with a Christian worldview. A rationale to add this paragraph is to condense the information and include words according to the challenges of the modern society.

PROGRAM OBJECTIVES

The Bachelor of Business Administration encourages students to achieve the following educational objectives:

1. Understand the functional components of business: economics, marketing, accounting, finance, law, information technology, and management.
2. Demonstrate evidence of strong business analysis and management skills.
3. Apply critical thinking and reasoning skills to identify business opportunities/problems, develop alternative solutions, and formulate plans.
4. Demonstrate knowledge of business administration concepts and quantitative controls in dynamic economic, political, cultural, and religious environments.
5. Operate effectively in dynamic political, cultural, and religious environments.
6. Prepare for leadership and service in their vocations.
7. Demonstrate effective written and oral presentation skills needed in their vocations.
8. Foster and promote a sense of biblical worldview ethics and values to be applied in their personal and professional lives.

COMPONENTS AND REQUIREMENTS

Students are required to successfully complete a minimum of 120 credit hours to be eligible to earn a Bachelor of Arts degree in Business Administration. The degree program requires forty-five credits of General Education, forty-five business core course credits, and thirty elective course credits.

COURSE CATEGORIES

General Education (45 Credits)

In order to meet the general education requirements, every undergraduate student at Reformed University will complete at least 45 credit hours in general education courses regardless of their major or field of studies. The Reformed University Catalog contains the most updated list of courses for degree requirements:

- 6 credit hours in Biblical Area
- 6 credit hours in Communications
- At Least 6 credit hours in Humanities and Fine Arts
- At Least 6 credit hours in Behavioral and Social Sciences
- At Least 6 credit hours in Science and Mathematics

BUSINESS CORE COURSES (45 CREDITS)

ACCT101	Principles of Accounting	(3 credits)
ACCT202	Managerial Accounting	(3 credits)
COMM101	Business Communication	(3 credits)
ECON201	Microeconomics	(3 credits)
ECON202	Macroeconomics	(3 credits)
FINS301	Principles of Financial Management	(3 credits)
ISDS102	Introduction to Business Computation	(3 credits)
ISDS351	Management of Information Systems	(3 credits)
MGMT301	Principles of Management	(3 credits)
MGMT336	Business and Its Legal Environment	(3 credits)
MGMT340	Organizational Behavior and Leadership	(3 credits)
MGMT345	Human Resource Management	(3 credits)
MKTG301	Principles of Marketing	(3 credits)
STAT210	Applied Business Statistics	(3 credits)
MGMT410	Seminar in Strategic Management: Capstone Course	(3 credits)

BUSINESS ELECTIVE COURSES (30 CREDITS)

ACCT201	Financial Accounting	(3 credits)
ACCT301	Intermediate Accounting	(3 credits)
ACCT302	Cost Accounting	(3 credits)
ACCT327	Accounting Information Systems	(3 credits)
ACCT348	Principles of Federal Taxation	(3 credits)
ACCT354	Financial Statement Analysis	(3 credits)
ACCT401	Advanced Accounting	(3 credits)
COMM201	Business Communication II	(3 credits)
COMM301	Advanced Business Communication	(3 credits)
ECON350	International Trade	(3 credits)
ECON401	Managerial Economics	(3 credits)
ECON420	Labor Economics	(3 credits)
FINS 210	Personal Finance	(3 credits)
FINS 410	Real Estate Investment	(3 credits)

FINS350	Corporate Finance	(3 credits)
FINS360	Principles of Insurance	(3 credits)
FINS370	Real Estate Finance	(3 credits)
FINS380	Introduction to Investments	(3 credits)
FINS400	International Financial Management	(3 credits)
ISDS361	Business Analytics	(3 credits)
ISDS380	Enterprise Data Management	(3 credits)
ISDS400	Introduction to ERP	(3 credits)
ISDS410	Web Computing and Business Intelligence	(3 credits)
MGMT339	Operation Management	(3 credits)
MGMT341	Logistic Management	(3 credits)
MGMT350	Consumer Behavior	(3 credits)
MGMT372	Internship I	(3 credits)
MGMT375	Small Business Management	(3 credits)
MGMT401	E-Commerce	(3 credits)
MGMT420	International Business	(3 credits)
MGMT425	Data Analysis for Decision Making	(3 credits)
MGMT441	Entrepreneurship	(3 credits)
MGMT471	Supply Chain Management	(3 credits)
MGMT472	Internship II	(3 credits)
MKTG 250	Introduction to Marketing	(3 credits)
MKTG330	E-Marketing	(3 credits)
MKTG405	Global Market	(3 credits)
MKTG411	Retail Marketing	(3 credits)
MKTG442	Marketing Research Methods	(3 credits)
MKTG 450	Integrated Marketing Communication	(3 credits)
MKTG 350	Mobile Marketing	(3 credits)
PHIL386	Business Ethics and Social Responsibility	(3 credits)
LAW 101	Business Law I	(3 credits)
LAW201	Business Law II	(3 credits)

COURSE DESCRIPTIONS

(All courses are 3 credits unless otherwise noted.)

ACCT101 Principles of Accounting

An introduction to financial accounting concepts and financial reporting, with the focus being on how decision makers analyze, interpret, and use accounting information. Emphasis is given to how accounting measures, records, and reports economic activities for corporations and on the relationship between accrual and cash flow measures in interpreting accounting information.

ACCT201 Financial Accounting

This course provides a study of the basic principles and concepts relating to the collection and summarization of accounting information, and the understanding, preparation, and use of financial statements (the income statement, the balance sheet, and the statement of cash flows).

Prerequisite: ACCT101 with a "C" (2.0) or better.

ACCT202 Managerial Accounting

Managerial accounting studies the identification, analysis, communication, and interpretation of internal information, both financial and non-financial, for operational and strategic decision-making purposes. The purpose of this course is to build students' understanding of the three primary internal functions of the corporate finance team: planning operations, controlling activities, and decision making, and embraces the use of accounting information for planning and control purposes in both operational and strategic decision-making. Prerequisite: ACCT101 with a "C" (2.0) or better.

ACCT301 Intermediate Accounting

This course builds on the fundamentals of financial accounting and reporting that students learn in an introductory financial accounting course. Students learn about the preparation and interpretation of an entity's financial statements in accordance with generally accepted accounting principles, accounting for complex business transactions, and techniques to evaluate firm performance. Topics include income statement, individual components of assets and liabilities, stockholders' equity, statement of cash flows, revenue recognition, and accounting changes. Real-life case studies are used to evaluate firm performance. Prerequisites: ACCT201A with a "C" (2.0) or better.

ACCT302 Cost Accounting

Accounting information for management of manufacturing and service enterprises; cost records; cost behavior and allocation; product costing and inventory valuation; flexible budgeting; standard costs; responsibility

accounting; cost planning and control; and operating decision analysis. Prerequisites: ACCT201A with a "C" (2.0) or better.

ACCT327 Accounting Information Systems

Organization and implementation of information technology for the collection, organization and presentation of accounting information with an emphasis on enterprise resource planning systems. Prerequisites: ACCT201A with a "C" (2.0) or better.

ACCT348 Principles of Federal Taxation

This course is an analysis of federal income tax principles applicable to individuals as well as entities such as corporations and partnerships. General tax concepts such as income, deductions, losses and property transactions will be covered. The purpose of this course is to introduce students to the general principles which govern the federal income taxation of individuals, corporations and partnerships. Prerequisites: ACCT201A with a "C" (2.0) or better.

ACCT354 Financial Statement Analysis

This course is designed to prepare students to interpret and analyze financial statements for tasks such as credit and security analyses, lending and investment decisions, and other decisions that rely on financial data. This course explores in greater depth financial reporting from the perspective of financial statement users. Students develop a sufficient understanding of the concepts and recording procedures and therefore are able to interpret various disclosures in an informed manner. Students learn to compare companies financially, understand cash flow, and grasp basic profitability issues and risk analysis concepts. Prerequisite: ACCT201A, ACCT301, FINS350

ACCT401 Advanced Accounting

This course is designed for students whose careers are likely to require frequent use of financial statements issued by publicly held corporations. The primary objective of this course is to build upon these introductory courses by learning how Basic Financial Statements and Earnings per Share are affected by additional business transactions. Prerequisites: ACCT301 with a "C" (2.0) or better.

COMM101 Business Communication I

This course teaches students the rhetorical principles and writing practices necessary for producing effective business letters, memos, reports, and collaborative projects in professional contexts. The curriculum is informed by current research in rhetoric and professional writing and is guided by the needs and practices of business, industry, and society at large, as well as by the expectations of Reformed University students and programs. Prerequisite: ENGL101 with a "C" (2.0) or better.

COMM201 Business Communication II

This course highlights the theory and practice of written, oral, and interpersonal communication used in the workplace with emphasis on composing clear, concise, and effective business correspondence. Students will discuss various types of communication media and the importance of succinct written and oral expression to modern business interactions. Students will have extensive practice writing a wide spectrum of documents, including professional email and reports. Additionally, the course will discuss effective planning and delivery strategies for professional oral presentations. Prerequisite: Business Communication I.

COMM301 Advanced Business Communication

Expands knowledge of business communication and develops written and oral communication skills. Study a variety of business cases that understand the function of communication in the modern business world. Analyze real-life business problems and determine when and how to communicate corporate decisions to employees, business partners and the public. Prerequisites: COMM201 with a "C" (2.0) or better.

ECON201 Microeconomics

This course focuses on basic economic problems leading to labor divisions in society and economic systems; mechanisms, concepts and theories of microeconomics in consumption, production, savings and investment of government and private sectors; analysis of the relationships and equilibrium of various markets of both closed and open economies; and general guidelines for dealing with basic economic problems.

ECON202 Macroeconomics

Students examine how the economy behaves at the aggregate level and how national income is measured and determined. Topics include an overview of macroeconomics; measuring gross domestic product, inflation and unemployment; demand including the multiplier process; supply, business cycles, long-term growth; money, banking and monetary policy; inflation; interest rates; stagflation; deficits and fiscal policy; exchange rates and balance of payments; exchange rate policy; purchasing power and interest rate parity. Prerequisite: ECON201.

ECON350 International Trade

This course analyzes the interdependence that arises from international trade in goods and services. We cover the following topics: the gains from trade, the pattern of trade, the impact of protection, international factor movements, and trade policy. The course further in-depth studies the institutions dealing with and regulating trade policy. Prerequisite: ECON 201 Microeconomics

ECON401 Managerial Economics

This course concerns the decisions made within a firm. Managers determine their pricing strategy, who to hire and fire, how to motivate and reward workers; and how to solve logistical problems such as how to distribute their goods for sale, how to minimize the cost of producing a given production target, how much inventory to hold, where and how to spend advertising dollars, whether or not to expand the firm with more factory lines or more

factories, and how to optimally search the marketplace for new ideas/technologies or competitors' prices.

Prerequisite: ECON201.

ECON 420 Labor Economics

This is an advanced elective course on Labor Economics for undergraduate students. The purpose of the course is to apply the analytical tools from intermediate microeconomic theory to analyze how society develops, allocates, and rewards human resources, and to study a wide range of labor-related issues. Emphasis will also be given to the empirical evidence on those topics. Prerequisite: ECON201.

FINS 210 Personal Finance

Personal Finance is a foundational course designed to inform students how individual choices directly influence occupational goals, future earning potential, and long-term financial well-being. The standards in this course cover decision making skills related to goal setting, earning potential, budgeting, saving, borrowing, managing risk, and investing. This course helps students meet the growing complexities of personal financial management and consumer decision making. Standards are aligned with the National Standards for Financial Literacy. Prerequisite: none.

FINS301 Principles of Financial Management

This course is an overview study of concepts and techniques in corporate finance. Topics include investments, financial environment, securities markets, financial markets, financial statements and analysis, working capital management, capital budgeting, cost of capital, dividend policy, asset valuation, and decision making. The primary goal of the Principles of Financial Management course is to help students achieve better financial outcomes for businesses with which they might be associated. This course provides an in-depth analysis of a wide range of topics on financial planning and analysis. Topics include the basics of financial statements, forecasting, budgeting, time value of money, stock and bond valuation, capital budgeting, maximizing shareholder value, and raising capital. Prerequisite: ACCT101 with a "C" (2.0) or better.

FINS350 Corporate Finance

This course aims to provide the students with the fundamental concepts, principles and approaches of corporate finance, enables the students to apply relevant principles and approaches in solving problems of corporate finance and helps the students improve their overall capacities. The course covers present value techniques, capital budgeting principles, asset valuation, the operation and efficiency of financial markets, the financial decisions of firms, and short-term financial management. You will be equipped with skills in financial planning and analysis combined with practical business theory and knowledge for ethical decision-making. Prerequisite: FINS 301

FINS360 Principles of Insurance

The objective of the course is to acquaint the student with the basic knowledge of the principles of risk and insurance and the methods of risk management found in strategic planning. It is an attempt to give some basic

principles of insurance buying, with an emphasis on how to develop a strong insurance and financial estate planning program. Prerequisite: FINS 301.

FINS370 Real Estate Finance

Introduction to methods of financial analysis for real estate investments. Topics include methods of valuation, cash flow forecasting, computer modeling, debt leverage, and deal structures. Emphasis is placed on the financing of individual projects. This course requires greater than average preparation time. It is heavily oriented toward numerical analysis and makes use of case studies and computer spreadsheet analysis. Prerequisite: FINS301.

FINS380 Introduction to Investments

Institutional characteristics of securities markets, security valuation and trading methods, fundamental and technical analysis, selection and management of securities, role of the capital asset pricing model in investing, options and futures markets, portfolio analysis and mutual funds. Prerequisite: FINS350.

FINS 400 International Financial Management

Emphasizing broad concepts and real-world practices rather than extensive quantitative material, the course offers a concise introduction to international finance and provides a clear, conceptual framework for analyzing key financial decisions in multinational firms. The approach of the course is to treat international financial management as a natural and logical extension of the principles learned in the introductory financial management course. Prerequisite: FINS 301.

FINS 410 Real Estate Investment

This course is an introduction to real estate with a focus on investment and financing issues. Project evaluation, financing strategies, investment decision making, and real estate capital markets are covered. No prior knowledge of the industry is required, but students are expected to rapidly acquire a working knowledge of real estate markets. Classes are conducted in a standard lecture format with discussion required. The course contains cases that help students evaluate the impact of more complex financing and capital markets tools used in real estate.

ISDS102 Introduction to Business Computation

This course emphasizes the capabilities of computer systems and their applications in business. The course will provide a solid foundation of knowledge about skills that students must develop to effectively use computerized decision tools for typical business problems. Specific objectives include acquiring strong ability in using Microsoft Excel software as tools in decision-making. This course will provide complete learning in MS Excel.

ISDS351 Management of Information Systems

This course discusses how business professionals can leverage information systems through planning, oversight and management, and how to apply computer-based information systems to the management of organizations in the rapidly changing business in the Internet age. Topics include use of information to further the organization's mission and strategy, the role of users, the development of electronic business and commerce, the evolution of enterprise resource planning systems, and the architecture of decision-support processes for managers. Technologies of computer systems, data communications, networking, databases, and knowledge management will be taught. Prerequisite: COMP101

ISDS361 Business Analytics

Analytics has been defined as the extensive use of data, statistical and quantitative analysis, explanatory and predictive models, and fact-based management to drive decisions and actions. Analytics is the process of transforming data into action through analysis and insights in the context of organizational decision making and problem solving. Analytics includes a range of activities, including business intelligence, which consists of standard and *ad hoc* reports, queries and alerts; and quantitative methods, including statistical analysis, forecasting/ extrapolation, predictive modeling (such as data mining), optimization and simulation. Prerequisites: STAT210.

ISDS380 Enterprise Data Management

This course introduces students to concepts of data structure and algorithms, database management systems, data warehousing, data mining, big data and knowledge base management. This course is a comprehensive overview on enterprise database management, data analytics for business intelligence, and decision support through knowledge base management.

ISDS400 Introduction to ERP (Enterprise Resource Planning)

This course introduces students to various components of enterprise resources, computerization of enterprise resource management, and integrated management of core business processes. This course is a comprehensive overview on structured ways of electronically managing enterprise resources and related software and technology. It presents the architecture and practice of major ERP systems such as SAP and Oracle.

ISDS410 Web Computing and Business Intelligence

This course covers the basic principles and practices of distributed computing over the Internet. This course focuses on the Internet as a domain for sharing resources with Grids and Clouds, distributed computing with Web services, and service-oriented computing such as mobile computing. The Internet is increasingly used as a large interconnection network for deploying distributed applications to solve challenging problems in diverse areas. This course focuses on business intelligence – an information technology approach to data collection and data analysis to support a wide variety of management tasks, from performance evaluation to trendspotting and policymaking.

INBU420 International Business

This course provides the framework for understanding the critical impact of the international business roles played by the business enterprise in conducting its global business. Related topics in international trade and investment policies, economic and political activities, financial markets, multinational corporations, and strategic planning in international business will be discussed in detail. This course overall focuses on the obligations of the corporate executives, shareholders, and corporations. Prerequisite: None.

MGMT301 Principles of Management

This course is an intensive and comprehensive introductory study and analysis of the management process from a general manager's perspective, with particular attention paid to the area of strategic human resources management. It covers the following topics, among others: planning, organizing, leading, directing, and controlling for establishing and accomplishing business objectives, conflict management, interpersonal communication, the staffing and supervising processes, performance appraisal, managing groups and teams, management development and employee training. A variety of case studies are utilized.

MGMT330 E-Marketing

This course introduces digital marketing. The course covers all major digital platforms such as mobile, social media and search (paid and organic). We will learn how to effectively use different vehicles such as email, SMS text, paid and organic search, mobile (QR codes, apps, localization, geo-fencing), WordPress, YouTube, Pinterest, LinkedIn, Facebook and Twitter. Students will learn how to create and manage a paid search advertising campaign using Google Adwords. Prerequisite: MKTG301.

MGMT336 Business and Its Legal Environment

Laws and regulations affecting the business environment and managerial decisions including the legal system and methods of dispute resolution. Topics include torts, crimes, contracts, product liability, business organization, employment, antitrust, environmental protection; incorporates ethical considerations and international perspectives. Uses case studies.

MGMT339 Operation Management

This course is an introduction to the concepts, principles, problems, and practices of operations management. Emphasis is on managerial processes for effective operations in both goods-producing and service-rendering organizations. Topics include operations strategy, process design, capacity planning, facilities location and design, forecasting, production scheduling, inventory control, quality assurance, and project management. The topics are integrated using a systems model of the operations of an organization.

MGMT340 Organizational Behavior and Leadership

This course presents communication as an integral part to management strategy and as a critical component for success in the workplace. Also, it enables students ~~student~~ with skill development in practical applications which emphasize the improvement of writing skills necessary for effective business communications.

MGMT341 Logistic Management

This course provides students with a course designed to give students the knowledge and experience of strategic logistics management. Attention is given to such issues as transportation management, warehouse and facility location management, inventory management, and customer service strategies. The course encompasses both the qualitative aspect and the quantitative aspect of logistics management.

MGMT345 Human Resources Management

Basic knowledge and understanding of managing human resources in modern organizations. This course will review the basic principles, methods and procedures in the management of human resources. In addition, students will be introduced to the foundational practices of HRM, including the development and objectives of HRM, resource planning, legal compliance, job analysis, recruitment and selection, training and development, compensation and employee relations.

MGMT350 Consumer Behavior

Consumer Behavior relates to the actions consumers display when searching for, evaluating, purchasing, using and disposing of products and services that meet their needs. Their motivations and decisions might be based on any combination of perceived brand benefits, past usage and experiences, demographics (age/gender, etc.), lifestyles, psychographics, culture, influence by others, education, income, and perceptions. The disciplines used to understand consumer behavior come from various disciplines including consumer psychology, sociology, and economics. The tools used include both qualitative and quantitative consumer research to understand audiences' needs, both emotional and rational.

MGMT372 Internship I

Internship program between Reformed University and local firms, in which students undertake various duties. Specific internships available change from semester to semester. Open to students in all areas of the Department. May be taken two times for credit but no more than twice in the same job assignment area." This course is for juniors who wish to gain practical, curriculum-related experience in any area of business.

MGMT375 Small Business Management

Small Business Management is a course on how to start and operate a small business. Topics include facts about small business, essential management skills, how to prepare a business plan, financial needs, marketing strategies, and legal issues. This is a comprehensive examination of establishing and operating a small business in today's

dynamic business environment. This course covers such topics as risk taking and entrepreneurship, forms of ownership, planning, organizing and managing, feasibility analysis, financing, human resources management, ethics, international business, governmental regulation and taxation, franchising, starting or buying a small business and other relevant subject areas.

MGMT401 E-Commerce

The growth of the Internet continues to have a tremendous influence on business. Companies and organizations of all types and sizes are rethinking their strategies and how they run their operations. This new course in E-commerce challenges students to explore the realities and implications of ecommerce from a marketer's perspective. The course introduces students to a wide range of electronic commerce issues for marketers, as a foundation for continual learning in the dynamic e-commerce environment.

MGMT 410 Seminar in Strategic Management: Capstone Course

The course focuses on the information, analyses, organizational processes, and skills and business judgment managers must use to devise strategies, position their businesses, define firm boundaries and maximize long-term profits in the face of uncertainty and competition. The course draws together and builds on all the ideas, concepts, and theories from functional courses such as Accounting, Economics, Finance, Marketing, Organizational Behavior, and Statistics. Prerequisites: ACCT101, ECON201, FIN301, MKTG301, MGMT340.

MGMT420 International Business

This course develops skills in identifying, analyzing and developing solutions for current management issues in the international environment. This course explores the issues of marketing, finance, and management as they exist in the international business environment from both a multinational corporate perspective and single businessperson orientation.

MGMT425 Data Analysis for Decision Making

Leveraging large corporate datasets; slice and dice data; dash boards; data mining and statistical tools; neural network; multiple and logistic regression; decision tree; gain inference and decision making; clustering.
Prerequisite: ISDS361

MGMT441 Entrepreneurship

This course covers topics in designing new business models and launching and running a business or startup company. Students will learn how to identify ideas and opportunities and to distinguish between the two; and will examine the role of the entrepreneur in the commercialization of business designs. All students should have a pre-existing familiarity with basic financial concepts such as discounted cash flow analysis. Prerequisite: MGMT301

MGMT471 Supply Chain Management

This course focuses on management and improvement of supply chain processes and performance. It will be valuable for students who would like to pursue a career in consulting or take a position in operations, marketing or finance functions in a manufacturing or distribution firm. We explore important supply chain metrics, primary tradeoffs in making supply chain decisions, and basic tools for effective and efficient supply chain management, production planning and inventory control, order fulfillment and supply chain coordination. We will also investigate topics such as global supply chain design, logistics, and outsourcing, several other recent supply chain innovations.

MGMT472 Internship II

Internship program between Reformed University and local firms, in which students undertake various duties. Specific internships available change from semester to semester. Open to students in all areas of the Department. May be taken two times for credit but no more than twice in the same job assignment area." This course is for seniors who wish to gain practical, curriculum-related experience in any area of business.

MKTG 250 Introduction to Marketing

This course is designed to provide students with a broad background on the nature and scope of marketing concepts used in business needed to create effective marketing. Marketers in all organizations require an understanding of the many facets of marketing, beyond simply advertising or communications. The course focuses on the role of marketing and its importance in contemporary organizations and society. Prerequisite: none.

MKTG301 Principles of Marketing

Concepts and theories relevant to the study and practice of marketing are introduced. Topics include the changing global marketplace, marketing processes and planning, the use of market research, an understanding of consumers and customers, decision-making and the marketing mix, market segmentation, positioning and product differentiation. This introductory subject prepares students for further study across the broad spectrum of product, service, consumer, business-to-business, industrial, global and social marketing.

MKTG 350 Mobile Marketing

Mobile Marketing will explore the highly dynamic mobile marketplace. The course is designed to help marketers understand the underlying mobile technology, become aware of the evolving options available, evaluate which are relevant to their marketing objectives and create compelling campaigns that take advantage of the power of mobile. Prerequisite: MKTG301 with a "C" (2.0) or better.

MKTG405 Global Market

This course is designed to provide you with a framework within which international marketing operations can be analyzed, understood, and undertaken. We will recognize in this course that most business issues addressed in the

cross-cultural context are somewhat similar to those firms implicitly or explicitly face in their domestic operations. The main differences between domestic and cross-cultural/multinational operations are usually matters of degree, variation, and complexity of controllable and uncontrollable forces. Given the intense nature of this class, the emphasis is on understanding diverse cultural, social and economic contexts in which consumption practices occur, and on translating this knowledge into actionable marketing strategies and practices. Prerequisites: MKTG301 with a "C" (2.0) or better.

MKTG411 Retail Marketing

Students develop an in-depth understanding of retail and services management as well as non-store retailing. Topics include an overview of retail marketing; retail marketing, financial and location strategy; merchandising; pricing and distribution; promotion including communications, store layout, store design, visual merchandising; and customer service. Prerequisites: MKTG301 with a "C" (2.0) or better.

MKTG442 Marketing Research Methods

This course will provide an introduction to market research as a business decision-making tool. The primary goal of this course is to equip students with an understanding of how market research can help them make business decisions and how they can transform research findings into actionable business insights. The course also aims to help students gain the ability to evaluate and interpret research designed and conducted by outside providers. Prerequisite: MKTG 301, STAT210

MKTG 450 Integrating Marketing Communication

Integrated marketing communication (IMC) is a cross-functional process for creating profitable relationships with customers and the public by strategically controlling all messages sent to groups and encouraging dialogue. Students learn to integrate marketing communication elements (e.g., advertising, public relations, publicity, sales promotion, event marketing, direct marketing, e-communication, and selling) to advance an organization's success and brand equity. Case studies and exercises help students learn how to develop effective IMC plans. Prerequisite: MKTG301 with a "C" (2.0) or better.

PHIL386 Business Ethics and Social Responsibility

The purpose of this course is to help students become more proficient and more effective at making decisions. The particular focus of this course is on how managers should think about the role of values and ethics in decision-making. The course is designed to expose students to a set of ideas and concepts that can help them structure their thinking and more fully develop an approach to recognizing and incorporating ethics into their own decision-making frameworks. Prerequisites: none.

STAT210 Applied Business Statistics

This course provides students with developing analytical ability and using statistical tools to make effective business decisions. Students will learn statistical methods for business and management, including descriptive

statistics, basic probability theory, sampling distributions, hypothesis testing, confidence intervals, and simple and multiple regression analysis. Microsoft EXCEL spreadsheet will be used to describe and analyze sample data.

Prerequisite: MATH115.

LAW 101 Business Law I

The purpose of this course is to provide the student with a basic understanding of the legal system and its effect on our day-to-day activities. The primary emphasis will be in the area of business and business-related transactions. However, since individual rights and duties are the foundation of the rule of law, consideration will also be given to the impact of the law in other areas as well.

Prerequisite: none.

LAW 101 Business Law II

This course will acquaint students with the legal issues that occur in business transactions. This course covers such areas as: business organizations, property law, agency law, employment law, negotiable instruments, sales and lease contracts, creditors’ rights, and bankruptcy law. Particular attention will be paid to provisions of the Uniform Commercial Code (“UCC”). Prerequisite: LAW-Business Law I with a “C” (2.0) or better.

BABA SUGGESTED PROGRESS PLAN

(120 Credit Hours Required)

Semester	Course Code	Course Title	Hours	Remarks
1st	BBLS101	Survey of the Bible	3	GE
	HCOM103	College Writing I	3	GE
	MATH115	College Algebra	3	GE
	ECON101	Principles of Economics	3	GE
	MUS105	Music Appreciation	3	GE
	INS101	Worship Service	P/F	IR
	Total Credit Hours			15
2nd	COMP101	Introduction to Computer Science I	3	GE
	BBLS201	Life of Jesus Christ	3	GE
	HIST180	Survey of American History	3	GE
	HCOM102	Public Speaking	3	GE
	ENGL101	English Composition I	3	GE
	INS102	Worship Service	P/F	IR
	Total Credit Hours			15

3rd	ACCT101	Principles of Accounting	3	GE
	POSC100	American Government	3	GE
	HUM245	Introduction to World Civilization	3	GE
	PSY101	Principles of Psychology	3	GE
	MATH150	Calculus I	3	GE
	INS103	Worship Service	P/F	IR
	Total Credit Hours			15
4th	STAT210	Applied Business Statistics	3	Core
	COMM101	Business Communication I	3	Core
	ECON201	Microeconomics	3	Core
	ECON202	Macroeconomics	3	Core
	ISDS101	Introduction to Business Computation	3	Core
	INS103	Worship Service	P/F	IR
	Total Credit Hours			15
5th	ACCT201	Managerial Accounting	3	Core
	COMM201	Business Communication II	3	Core
	MKTG301	Principles of Marketing	3	Core
	MGMT301	Principles of Management	3	Core
	FINS301	Principles of Financial Management	3	Core
	INS103	Worship Service	P/F	IR
	Total Credit Hours			15
6th	MGMT345	Human Resource Management	3	Core
	MGMT336	Business and Its Legal Environment	3	Core
	ISDS351	Management of Information Systems	3	Core
	PHIL386	Business Ethics and Social Responsibility	3	Core
	MGMT340	Organizational Behavior and Leadership	3	Core
	INS103	Worship Service	P/F	IR
	Total Credit Hours			15
7th	ISDS361	Business Analytics	3	BE
	MGMT350	Consumer Behavior	3	BE
	MGMT341	Logistic Management	3	BE
	MKTG330	E-Marketing	3	BE
	FINS350	Corporate Finance	3	BE
	INS103	Worship Service	P/F	IR
	Total Credit Hours			15

	MGMT410	Seminar in Strategic Management: Capstone Course	3	Core
8th	MGMT420	International Business	3	BE
	MGMT401	E-Commerce	3	BE
	MKTG411	Retail Marketing	3	BE
	FINS370	Real Estate Finance	3	BE
	INS103	Worship Service	P/F	IR
	Total Credit Hours			15
Total Credit Hours Required for Graduation			120	

GRADUATE PROGRAMS

Reformed University's basic role is to train persons for leadership in the church, thus we offer courses of study leading to the Master of Divinity (MDiv) degree and Master of Theological Studies. In addition, Reformed University offers a Master of Business Administration (MBA)

Just note that some of the courses will be provided in the Korean language.

MASTER OF DIVINITY (MDIV)

PROGRAM OVERVIEW

Reformed University's Master of Divinity (MDiv) degree program is designed to prepare students for service in the church of Jesus Christ and the marketplace. The MDiv program is a comprehensive basic theological and practical program that enables students to integrate their understanding of the various disciplines of theology and ministry with their experience of the church and the world, thus preparing them for diverse ministries; pastoral (ordained) ministry, teaching, or ministries of social service and chaplaincy.

PROGRAM OBJECTIVES

The program objectives of the Master of Divinity degree program are to:

1. Prepare students with a foundational knowledge of the historical/theological content of Scripture with an application to selected contemporary situations.
2. Prepare students to interpret biblical writings in the Greek and Hebrew languages, using critical exegetical tools and writing a hermeneutical and exegetical paper.
3. Provide a basic knowledge of the history of Christianity.
4. Provide a basic knowledge of theology and Christian doctrines.
5. Enable students to integrate biblical and theological understanding with practical ministry strategies.
6. Equip students with the biblical, theological and ethical understanding necessary to analyze and discuss contemporary social issues affecting the church and society.
7. Enable students to develop and articulate a theology and theory of ministry that is relevant to their backgrounds and callings.
8. Provide opportunities to demonstrate necessary skills for ministry within a variety of traditions, churches and cross-cultural contexts.
9. Promote a biblical/theological understanding of the person, work and ministry in the Holy Spirit.
10. Enable students to clearly articulate their ministry/professional calling.
11. Enable students to develop a theology and theory of ministry that integrates biblical and theological content with practical ministry skills.

COMPONENTS AND REQUIREMENTS

The Master of Divinity degree is a ninety-credit hour course program. Students in the Master of Divinity program must complete basic required courses such as Old and New Testament-related courses; Introduction to the History of Christian Theology, Systematic Theology, and Practical Theology, in addition to other pastoral-related courses.

Just note that some of the MDIV courses will be provided in the Korean language.

COURSE DISTRIBUTION

Students are required to complete the following to be eligible for the Master of Divinity degree:

- Core Courses (42 credits)
- Capstone Project (6 credits)
- Electives (minimum 42 credits)

COURSE CATEGORIES

BBLS	Biblical Studies: OT, NT, Bible Studies
BBLL	Languages: Greek, Hebrew
CCED	Christian Counseling and Education
CHHS	Church History
MALS	Leadership
MISS	Missions

PSMN Pastoral Ministry
 PRCH Preaching
 THLG Theology

MDIV CORE COURSES (42 CREDITS)

BBS500	Bible Study Methods and Hermeneutics	(3 Credits)
BBLL501	Biblical Greek I	(3 Credits)
BBLL511	Biblical Hebrew I	(3 Credits)
BBS510	Survey of the Old Testament	(3 Credits)
BBS530	Survey of the New Testament	(3 Credits)
BBS551	Principles of Exegesis	(3 Credits)
THLG501	Systematic Theology I	(3 Credits)
THLG502	Systematic Theology II	(3 Credits)
THLG506	Christian Ethics	(3 Credits)
THLG507	Apologetics	(3 Credits)
CHHS501	Church History	(3 Credits)
MISS501	World Missions	(3 Credits)
PRCH501	Expository Preaching	(3 Credits)
CCED501	Pastoral Counseling Seminar	(3 Credits)

MDIV CAPSTONE PROJECTS (6 CREDITS)

CAPS501	Guided Evangelism & Discipleship Internship (Choose one of the following courses)	(3 Credits)
CAPS502	Pastoral Internship	(3 Credits)
	OR	
CAPS503	Missions Internship	(3 Credits)

MDIV ELECTIVES (MINIMUM 42 CREDITS)

BIBLICAL STUDIES

BBLL502	Biblical Greek II	(3 Credits)
BBLL512	Biblical Hebrew II	(3 Credits)
BBS511	Genesis	(3 Credits)
BBS512	Exodus through Deuteronomy	(3 Credits)
BBS513	Historical Books (Joshua through Esther)	(3 Credits)

BBL514	Old Testament Major Prophets	(3 Credits)
BBL515	Old Testament Minor Prophets	(3 Credits)
BBL516	Old Testament Poetical Books	(3 Credits)
BBL517	Gospel of John	(3 Credits)
BBL531	The Gospels	(3 Credits)
BBL532	The Life of Christ on Earth	(3 Credits)
BBL533	The Parables of Christ	(3 Credits)
BBL534	Acts & Pauline Epistles (Except Romans)	(3 Credits)
BBL535	Exegesis of Romans	(3 Credits)
BBL536	Hebrews, General Epistles, & Revelation (Except Johannine Epistles)	(3 Credits)
BBL537	Theology of Paul	(3 Credits)
BBL538	Theology of John	(3 Credits)
BBL539	Johannine Epistles	(3 Credits)
BBL552	Biblical Theology	(3 Credits)
BBL553	Daniel & Revelation	(3 Credits)
BBL554	The Kingdom & Covenants	(3 Credits)

CHRISTIAN COUNSELING AND EDUCATION

CCED502	Counseling Methods & Techniques	(3 Credits)
CCED503	Marital Counseling	(3 Credits)
CCED504	Introduction to Christian Mentoring and Coaching	(3 Credits)
CCED511	Christian Education Seminar	(3 Credits)
CCED512	Teaching Process and Media Presentations	(3 Credits)

CHURCH HISTORY

CHHS501	Church History	(3 Credits)
CHHS502	History of Fundamentalism	(3 Credits)
CHHS503	History of Contemporary Evangelicalism	(3 Credits)

MISSIONS

MISS502	Biblical Theology of Missions	(3 Credits)
MISS503	Cultural Dynamics in Ministry	(3 Credits)
MISS504	Preparing for Cross-Cultural Ministry	(3 Credits)
MISS505	Mission Strategy for Unreached Peoples	(3 Credits)
MISS506	Contextualization	(3 Credits)

MISS507	Intercultural Communication	(3 Credits)
MISS508	Intercultural Church Planting	(3 Credits)
MISS509	World Religions	(3 Credits)
PASTORAL MINISTRY		
PSMN501	Spiritual Warfare	(3 Credits)
PSMN502	Evangelism & Discipleship	(3 Credits)
PSMN503	Local Church & Social Outreach Ministry	(3 Credits)
PSMN504	Small Group Process in Ministry	(3 Credits)
PSMN505	Personal Assessment & Ministry Vision	(3 credits)
PSMN506	Organizational Communication	(3 Credits)
PSMN507	Children's Ministry in the Church	(3 Credits)
PSMN508	Youth Ministry in the Church	(3 Credits)
PSMN509	Young Adult Ministry in the Post-Modern Era	(3 Credits)
PSMN510	Women's Ministry in the Local Church	(3 credits)
PSMN511	Pastoral Ministries	(3 Credits)
PSMN512	Introduction to Church Planting	(3 Credits)
PSMN513	Church Growth	(3 Credits)
PSMN514	Dynamics of Christian Leadership	(3 Credits)
PSMN515	Hymnology	(3 Credits)
PREACHING		
PRCH502	Expository Preaching Practicum	(3 Credits)
PRCH503	Spiritual Life	(3 Credits)
THEOLOGY		
THLG503	History of Doctrine	(3 Credits)
THLG504	Calvin & Reformed Theology	(3 Credits)
THLG505	Trinitarianism	(3 Credits)
THLG506	Christian Ethics	(3 Credits)
THLG508	God & Evil	(3 Credits)
THLG509	Contemporary Theology	(3 Credits)
THLG510	Contemporary Cults	(3 Credits)
THLG511	Roman Catholic Theology	(3 Credits)
THLG512	Anabaptist Theology	(3 Credits)
THLG513	Arminian Theology	(3 Credits)
THLG514	Puritan Theology	(3 Credits)

TRU500	Reformed University Faithfulness & Spiritual Journey	(3 Credits)
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COURSE DESCRIPTIONS

(All courses are 3 credits unless otherwise noted.)

BBLL501 Biblical Greek I

An introductory study of the basic elements of New Testament Greek designed for those who have not studied Greek. It includes how it is written, word formation, sentence structure, vocabulary, and basic translation, with practice reading from the New Testament.

BBLL502 Biblical Greek II

A continuation of the grammatical studies begun in Biblical Greek I, with emphasis on principles of Greek syntax and the effective use of lexical, grammatical, and syntactical tools. Includes translation of portions of the Greek New Testament.

Prerequisite: BBLL501

BBLL511 Biblical Hebrew I

An introduction to biblical Hebrew designed to equip the student with a basic vocabulary and an understanding of the essential principles of phonology, morphology, and syntax.

BBLL512 Biblical Hebrew II

A continuation of the grammatical studies begun in Biblical Hebrew I with emphasis on reading selected portions of the Hebrew Old Testament, increasing vocabulary, learning the basic use of language tools, and providing exposure to the major genres of the Old Testament.

Prerequisite: BBLL511

BBLS500 Bible Study Methods and Hermeneutics

This course is an introduction to inductive Bible study involving the steps of observation, interpretation (hermeneutics), application, and correlation. Principles in these steps are applied to several biblical passages and books.

BBLS510 Survey of the Old Testament

The course is to prepare the student for more intensive studies in the Old Testament. Emphasis is placed upon gaining an overview of the Old Testament through a survey of geographical and historical backgrounds and a book-by-book study. Attention is given to the structure of each biblical book, significant interpretative problems, and major theological themes.

BBLS511 Genesis

An expositional treatment of the foundational book of biblical revelation. The key events that shaped the remainder of history, such as creation, the fall, the flood, and the Abrahamic covenant, are given special attention.

BBL512 Exodus through Deuteronomy

An analytical exposition of four key Old Testament books, with special consideration of historical background, theme, interpretational difficulties, and the redemptive plan of God as evidenced and illustrated in the various aspects of the law, the priesthood, and the tabernacle. The study includes God's preparation of Israel for entrance into the land of Canaan.

BBL513 Historical Books (Joshua through Esther)

An analytical exposition of Old Testament books from Joshua through Esther, with special consideration of historical background, theme, interpretational difficulties, and the redemptive plan of God.

BBL514 Old Testament Major Prophets

This course is a study of the Old Testament major prophets (Isaiah through Daniel) with an emphasis on historical setting, message, purpose, genre, structure, dates, theological emphasis and application of these books. Special attention will be given to the history of Old Testament prophecy, the role of the prophets, divine judgment and salvation, and God's plan for Israel and the nations.

BBL515 Old Testament Minor Prophets

This is a book-by-book study of the Minor Prophets which builds on the methodology of the first Inductive Bible Study course by further use of what has been previously learned and by emphasizing the study of books as whole. Accordingly, there is a special focus on the initial survey of books as whole, the interpretation of parts of books in the context of the book, as a whole, and the synthesis of books.

BBL516 Old Testament Poetical Books

This course studies the five books of Job, Psalms, Proverbs, Ecclesiastes, and Song of Songs. The goal is to study the theology and artistry of these profoundly beautiful books, considering them in their role in the history of redemption. Poetics, the interpretation of wisdom poetry, and the role wisdom has in the life of believers and the church, is also explored.

BBL517 Gospel of John

A survey of the New Testament, devoting special attention to the major lessons of each book. Also examines the historical, cultural, and geographical setting for each book. Emphasizes both the understanding of the text and its applications to Christian living.

BBL530 Survey of the New Testament

A survey of the New Testament, devoting special attention to the major lessons of each book. Also examines the historical, cultural, and geographical setting for each book. Emphasizes both the understanding of the text and its applications to Christian living.

BBL531 The Gospels

This course will provide an overview of the scope and content of the four Gospels found in the New Testament, with a little attention to other early gospels. Each of these gospels was written at a specific time and place and for a specific purpose. While using many of the same traditions about Jesus, each shapes its presentation to the needs of the particular community for which it was written, resulting in diverse portraits of Jesus. Through a close

examination of the texts of the gospels, we will seek to discern their purposes, reconstruct their communities, and reflect on the meanings of their presentations of Jesus. We will conclude by exploring what can be said about Jesus historically.

BBL532 The Life of Christ on Earth

A chronological study of the life of Christ on earth, based on a study of a harmony of the Gospel accounts. It is designed to familiarize the student thoroughly with the Lord's ministry in order that any portion of the Gospel records may be related to the place, time, and circumstances of Christ's life on earth.

BBL533 The Parables of Christ

This course deals with the critical and expository study of the parables of Jesus with particular attention to the history of parable research, backgrounds, the situation of the parables in their biblical books and in their historical context, with a focus on their abiding contemporary importance.

BBL534 Acts & Pauline Epistles (Except Romans)

An exposition of Acts and 10 of the Pauline Epistles (except Romans), with emphasis on the biblical theology of these books, their genre, and application. It includes the application of Paul's theology to the pastoral needs of the churches of his day and ours.

BBL535 Exegesis of Romans

An exegetical study of Romans, emphasizing the theological content and development of the book. An Exegesis of the English text of the epistle to the Romans, paying special attention to the contribution this book makes to the understanding of Paul's theology and its implications for ministry

BBL536 Hebrews, General Epistles, & Revelation (Except the Johannine Epistles)

An exposition of Hebrews, James, 1 and 2 Peter, Jude, and Revelation with emphasis on the biblical theology of these books, their genre, and application. In particular, this study will explore their historical settings, literary forms, theology, and how these letters can inform the beliefs and practices of the church. Our principal goal will be to understand and be transformed by the message of these ancient letters.

BBL537 Theology of Paul

A first-hand study of the New Testament letters of the Apostle Paul as well as a critical reading of recent scholarly literature on these writings with a view to discovering the background, nature and distinctiveness of Paul's theology. Also, this course examines Paul's letters to learn about the theological insights that were involved in Paul's written responses to the churches' various circumstances. Lectures will discuss theological topics that span all of Paul's letters; students will examine a topic in one or more letters

BBL538 Theology of John

A firsthand study of the New Testament literature of the Apostle John as well as a critical reading of recent scholarly literature on these writings with a view to discovering the background, nature, and distinctiveness of John's theology.

BBL539 Johannine Epistles

This is a thematic approach to the study of John's Gospel and three epistles. Special consideration will be given to the historical and cultural context of these writings. Key passages will be analyzed and interpreted for their theological content.

BBL551 Principles of Exegesis

An introduction to exegetical procedures and the practice of exegesis of various New Testament and Old Testament books. Procedures include outlining the argument of passages, doing word studies, validating exegetical decisions, and using exegetical tools properly.

Prerequisite: BBL502 and BBL512

BBL552 Biblical Theology

An introduction to the discipline of biblical theology that includes study of its history, principles, and methods. Special attention is given to the development of Biblical theology, revelation, inspiration, sin, redemption, and eschatology.

BBL553 Daniel & Revelation

An analytical study of Daniel and Revelation, with consideration of the many questions of interpretation and application in these important prophetic books.

BBL554 The Kingdom & Covenants

A thematic study of the unfolding of the theocratic kingdom throughout the Scriptures, tracing its origin, historical development in various forms, and its ultimate consummation in the reign of Christ, together with a study of the biblical covenants in relation to the kingdom.

CAPS501 Guided Evangelism & Discipleship

A study of the methods of personal and group evangelism, with emphasis on equipping laypersons to evangelize, the use of church and parachurch structures in evangelism, the care of new converts and development of discipleship, and the use of apologetics as well as current issues in evangelism and discipleship. The professor and students share together the evangelism and discipleship experience, using various techniques of sound ministry.

CAPS502 Pastoral Internship

An internship for students to experience a local church ministry while preaching, teaching, and leading worship service. A student prepares and delivers sermons, teaches a class, and/or leads worship service under the supervision of the local church pastor. The student must serve at least 3 hours per week under the supervision of the local church pastor. At the end of the semester an evaluation of the student will be written by the supervisor and submitted to the school, along with the student's internship ministry report.

CAPS503 Missions Internship

A specialized field-involvement program designed to encourage interest in and offer experience in cross-cultural ministries. Each student will be accountable to both on-campus and off-campus supervision and will be given exposure to as many aspects of missions as possible in view of the particular field assignment and the maturity of the student. Preparatory study is required with both reading and writing assignments; an agreed-upon subject will be researched while on the field, and a report or research paper must be submitted after the internship.

CCED501 Pastoral Counseling Seminar

This course provides a practical basis for the important role of the Christian Pastor/Priest in the care of souls. It will cover the theological and practical issues at play in the various sacramental rites, Christian pastoral counseling and spiritual direction, as well as providing tools for responding to life issues and pastoral crisis.

CCED502 Counseling Methods & Techniques

A study of the major techniques and strategies that can be appropriately and effectively used in counseling individuals, including ways of determining and defining problems (diagnosis) as well as helping with the problem (treatment).

CCED503 Marital Counseling

A study of the theory and practice of conjoint therapy with married couples. Several theoretical perspectives and related clinical techniques will be studied, including biblical integration. Attention will also be given to intervention techniques for couples in distress.

CCED504 Introduction to Christian Mentoring & Coaching

This course is a practical introduction to mentoring and coaching. Attention is given to biblical principles, definitions, models, techniques, and available resources, with an emphasis on applications in counseling and leadership context.

CCED511 Christian Education Seminar

This course is an introduction to the educational ministry of the church. Special attention will be given to five broad topics: the biblical, theological and philosophical foundations of education; emerging neuroscience foundations of the teaching/learning process; responding to diverse needs of learners in the Church; the spirituality within a teaching ministry; and design of the Christian education ministries within the Church.

CCED512 Teaching Process & Media Presentations

A study of spiritual dynamics in effective Bible teaching and principles of learning and teaching, with practice in using creative classroom methods in an actual teaching experience. A hands-on exploration of speaker-support media for face-to-face teaching, with emphasis on clear communication and aesthetic design.

CHHS501 Church History

This course offers a survey of the entire history of the church, in its many branches from the Apostles to the Pre-Reformation. Special emphasis will be given to standard theological themes, studied in their historical context, with people, places, and events, as well as to the spread of the church into all lands.

CHHS502 History of Fundamentalism

A study of the fundamentalist movement from 1875 to the present, focusing on an analysis of its historical roots, theology, leaders, battles, and impact. Also, this course explores historical development (i.e., trigger conditions), contemporary expressions, and potential forecast of fundamentalist movements across religious, socio-political and geographical boundaries.

CHHS503 History of Contemporary Evangelicalism

A historical and theological analysis of the Evangelical movement as it distinguished itself from fundamentalism beginning in the 1940's. Beginning with the Wesleys and George Whitefield in Britain and Jonathan Edwards in the United States, this course explores prominent themes, issues, and personalities in the history of the early modern and modern evangelical movements.

INS101-112 Worship Service

Non-credit bearing course of Worship service to provide the university community with opportunities for worship and spiritual enrichment.

MISS501 World Missions

This course deals with a study of the biblical meaning and purpose of missions, the expansion of Christianity from Pentecost to the present. Attention is given to an examination of the modern Protestant mission movement. Also, this course is a systematic and practical study of the church's missionary task and guidelines for doing missionary work with a particular emphasis given to world evangelization and church planting.

MISS502 Biblical Theology of Missions

A study of the biblical foundations and purposes of missions, the nature of the missionary vocation, and the authority and scope of the New Testament in relation to missions. The study is done both thematically and textually. Major biblical-theological themes of missiological importance are dealt with using scholarly approaches for their meaning and significance in the understanding and practice of Christian mission.

MISS503 Cultural Dynamics in Ministry

A consideration of the dimensions and manifestations of culture as they influence ministry with special attention given to specific skills for exegesis in a cultural setting for ministry. Also, this course examines the human and religious dynamics that affect congregational ministry. It will explore the differences in thinking and values that affect ministry. Special attention will be given to the differences between ministry in the smaller church and the larger congregation and to the nature and importance of congregational culture.

MISS504 Preparing for Cross-Cultural Ministry

Designed for those preparing for a short-term, cross-cultural missions experience, this course enables students to develop skills of intercultural awareness of and contextualization for specific cultural settings.

MISS505 Mission Strategy for Unreached Peoples

A study of ministry to unreached peoples and closure strategy in missions, with attention to identification, selection, and entry into modern unreached people groups; and the concept of homogeneous units as targets for evangelistic ministry.

MISS506 Contextualization

A study of contextualization from theoretical and practical perspectives, examining the relationship of gospel and culture, biblical guidelines, and various methods of contextualization. Students evaluate case studies of contextualization in diverse cultural settings dealing with a wide range of theological, ethical, cultural and ecclesial issues.

MISS507 Intercultural Communication

A study of the principles, processes, and pitfalls of communicating from one culture to another, designed to assist the student in working effectively across cultures. Emphasizes the importance of understanding the world-view of both the source culture and the receptor culture. Includes a treatment of diverse perceptions, values, expressions, logic, and linguistic difficulties.

MISS508 Intercultural Church Planting

A study of biblical principles behind church planting in the New Testament together with case studies and modern research relative to church planting in other cultures today.

MISS509 World Religions

Historical survey of the origin and growth of the major world religions, beliefs, practices, and worldviews of the major traditions will be examined, with special attention given to comparison and contrast with Christian beliefs and practices.

MISS510 Living the Christian Life in Secular and pluralistic Culture

This seminar assists the student in understanding and relating to secular and pluralistic society and culture. Christian faith in public area, Christian relationship with other religions, political and economic engagement, and other elements of society and culture are examined

PRCH501 Expository Preaching

An introduction to basic expository preaching theory and skills, emphasizing preparation and delivery of a textually derived proposition with accuracy, interest, clarity, and relevance.

Prerequisite: BBL500

PRCH502 Expository Preaching Practicum

An application and practice of expository preaching, emphasizing the preparation and delivery of a textually derived proposition with accuracy, interest, clarity, and relevance. Students preach twice and receive evaluation from fellow students and the professor.

Prerequisite: PRCH501

PRCH503 Spiritual Life

A study of the biblical principles that govern true Christian character and service, with emphasis on the sufficiency of the divine provisions and the heart conditions necessary for holy living and spiritual power in ministry. This "Spiritual Life" presents both occasions for reflection and contemplation and practical help for students to develop their personal and congregational (spiritual community) spiritual lives. Spiritual Life is a relationship with the Father through the indwelling of the Son by the Spirit, resulting in a dynamic process of continuous, on-going development to reflect "the whole measure of the fullness of Christ". This formation of Christ in the individual is ultimately the work of the Holy Spirit

PSMN501 Spiritual Warfare

An examination of the spiritual warfare that servants of God face in Christian ministry. Attention is given to studies in biblical, historical, and contemporary perspectives particularly on spiritual conflict. Spiritual warfare can be a confusing topic in the Bible, and it is made even more confusing with how it is written and preached about in our culture. On one hand, it is ignored, chalked up to a superstitious people who have not been enlightened like we

have with science and reason, and on the other hand, it is spoken about like the devil is hiding under every rock waiting to get you like the boogie monster

PSMN502 Evangelism & Discipleship

A course designed to learn how to witness and evangelize in a daily life situation and how to make disciples who believed in Jesus Christ as a result of the evangelism. This course examines the theological principles and practical ministry strategies involved in evangelism and discipleship. Several models of evangelism and discipleship will be explored, including both the content and the methods. Valuable for anyone in ministry who has the final goals of evangelism and discipleship.

PSMN503 Local Church & Social Outreach Ministry

An in-depth study of the kingdom-agenda approach to social outreach, with a focus on the creation and development of practical strategies for effective community impact through the local church. This course will train students to be thoughtful and passionate evangelists and to understand and use biblical principles and methods of church outreach. Emphasis is placed on having a deep desire to have social outreach ministry to reach the lost for Christ. Personal, relational and corporate (organic) evangelism and motivating the laity for ministry will be considered.

PSMN504 Small Group Process in Ministry

The examination and practice of communication skills in small-group settings with emphasis on exercises that enhance those skills. Current small-group ministry models will be reviewed. Also, this seminar is to expose the students to selected, contemporary models for small group ministry. Small groups are the most authentic expression of what it is to be Church. Some form of small group ministry is a common characteristic of the largest congregations outside the United States. Students in this seminar will seek to identify and apply transferable principles to their ministry setting. The clinical learning experience will also seek to improve a student's proficiency at utilizing data gleaned from Church-based conferences

PSMN505 Personal Assessment & Ministry Vision

A course designed to assess and define a person's ministry strengths and weaknesses and to develop leadership and interpersonal skills for more effective ministry, for the purpose of building confidence in future ministry decisions and developing vision.

PSMN506 Organizational Communication

This course is a study of communication principles for leaders. Students will develop communication skills, principles, and plans for their organization, staff, and/or ministry through an effective biblical process. This is an introductory course in organizational communication that covers basic topics in organizational communication scholarship and practice, including the theory and research on the communication process in organizations. Functional and interpretive theories and applications are explored.

PSMN507 Children's Ministry in the Church

A study of the nature and needs of children from birth through grade six, methods and materials for working with children, and administration of the children's division of the church. Students participate in two teaching demonstrations to integrate classroom learning.

PSMN508 Youth Ministry in the Church

A study of the nature and needs of young people and objectives and methods of Christian education for youth. Group dynamics and discussion of practical problems and issues related to youth work are also discussed. Students will develop a working philosophy of youth ministry.

PSMN509 Young Adult Ministry in the Postmodern Era

A study of postmodernism and its effect on the ministry of the church specifically focused on strategies for reaching young adults. Young-adult development and needs are discussed in light of shifting cultural forces. Students will develop a working philosophy of young-adult ministry.

PSMN510 Women’s Ministry in the Local Church

A course designed to provide the understanding and skills necessary to begin and implement women’s ministry in the local church, revisiting a biblical and theological study of the role of women in the ministry of the local church. It will examine the significant contribution women have made in the church’s ministry, from the New Testament era to the present and will discuss the nature and place of women’s ministries in church and parachurch contexts. The student will formulate a biblically based philosophy of ministry as a result of this course.

PSMN511 Pastoral Ministries

A study of a foundation to integrate pastoral concerns and responsibilities with regard to evangelism, Christian education, discipleship, missions, developing church leadership, leading in worship and special services, long-range planning, community relations, and church ordinances.

PSMN512 Introduction to Church Planting

A course that provides the student with an overview of the theology, theory, and practice of a church planting ministry. This is a basic introductory course, covering subjects from qualifications of the planter to methodological strategies involved in church planting and revitalization.

PSMN513 Church Growth

A study of factors of growing a church from a biblical perspective. This course will study the foundational principles and strategies of the Church Growth Movement as one approach to the issues in mission strategy and evangelization, and as a means to inform congregational outreach and expansion. This will be done in concert with a review of the historical emergence and articulation of the apostolic vision and legacy of Donald McGauran. Along the way, students will examine both Western and Two-Thirds World Case Studies.

PSMN514 Dynamics of Christian Leadership

An analysis of the qualities and practices of the effective Christian leader based on principles in Scripture and related literature, with attention to devising a personal philosophy of Christian leadership.

PSMN515 Hymnology

This study addresses the importance of music in the worship service, the “language” of music, and how pastors must exercise careful oversight of the church’s music ministry. Also, this is a historically- and theologically informed course on Christian congregational song, ranging from Old Testament psalms to contemporary praise-worship songs, from traditional Western hymnody to global worship songs, with some attention to cultural context and practice.

THLG501 Systematic Theology I

A study of major Christian doctrines: Bibliology, Theology Proper, Anthropology, and Hamartiology. In other words, this course is a careful and systematic study of Christian doctrines, covering introduction to theological method, revelation and Scripture, and the existence, attributes, and triune nature of God.

THLG502 Systematic Theology II

A continuation of the study of major doctrines, including Christology and Pneumatology, Soteriology, Ecclesiology, and Eschatology. This course will be processed in terms of Reformed theology and perspectives.

THLG503 History of Doctrine

A study of the historical development of selected doctrines, with attention to the development of each theological theme from the church fathers to the present day. The student will know the historical backgrounds of the major doctrines, noting the formulation and modification of each branch from the early church to the present day. The student will gain insight into the historical course and catalytic issues in the formulation of doctrine so as to be able not only to know how theological conceptions changed, but most importantly, why they changed

THLG504 Calvin & Reformed Theology and Christian Ministry

A study of the theology of John Calvin with attention to its formative influence on Reformed Theology. An examination of the life and thought of John Calvin, with primary attention given to the study of his Institutes of the Christian Religion and Reformed Theology. Our purpose is to gain a working knowledge of Calvin's theology in its historical context that will enable the student to interact with central themes of Calvin's thought as they relate to the responsibilities of Christian ministry.

THLG505 Trinitarians

A study of the existence and attributes of the one God, the Holy Trinity; the Father, Son, and Holy Spirit in Scripture and in Christian history; and the ramifications of Trinitarian belief today. Also, this course will examine the biblical evidence and historical development of our understanding of the doctrine of the Trinity – God the Father God the Son, and God the Holy Spirit (Pneumatology).

THLG506 Christian Ethics

A study of biblical teaching on standards of personal conduct and integrity and their relation to the sanctification process. Throughout the course, attention is given to biblical perspectives on contemporary ethical issues facing the church and the minister. This is a core course that explores the major sources, methods, and insights of Christian social and theological ethics, concentrating on the foundational sources in Christian ethics and examining the moral significance of major theological themes and affirmations. It will show how these foundational sources and themes guide ethical understanding concretely by examining one or more pressing issues of the day (e.g. technology, ecology, immigration, poverty, medical ethics, among others).

THLG507 Apologetics

A study of the defense of Christianity with emphasis on the biblical and theological foundation, methodology, and contemporary challenges to the truth of Christianity. Selected intellectual challenges to core Christian claims for contemporary culture (e.g., the existence of God, the problem of evil, the resurrection of Jesus Christ, religious pluralism), along with Christian responses to those challenges, are explored.

THLG508 God, Evil and Free Will

An examination of attempts to reconcile the evils of this world with the existence of a perfectly good God, with special attention to proposed solutions to this problem that appeal to human free will in explaining why God allows evil. Discussions of the relation between such appeals to human freedom and other attempts to solve the problem of evil, the special problem posed by truly horrendous evils, the appeal to human freedom to justify doctrines of hell, and the nature of human freedom

THLG509 Contemporary Theology

A survey of the significant theological developments and positions which have achieved prominence during the 19th and 20th centuries. This course provides a look at the various positions today, from fundamentalism to modernism. Special emphasis will be given to the challenges facing fundamentalism. Attention will be given to a biblical philosophy of separation, biblical warnings about false teachers, and a biblical pattern for ministry in light of an ever-changing religious landscape.

THLG510 Contemporary Cults and New Religious Movement in North America

This is an introductory course in contemporary religious movements in North America. The focus of the course is on groups that emerged during the last half of the twentieth century, New Religious Movements (NRMs). The overall objective of the course is to examine the diversity of these movements and to make sense of them from a sociological perspective. This project involves understanding how these movements are distinctive, what gives rise to them, how they differ from one another, and how they develop through their histories

THLG514 Puritan Theology and Ministry

A study of the theological system emerging from the English Puritan tradition with emphasis given to the unique contributions made by the Puritans, and a biblical evaluation of their thought. It has an in-depth examination of some major themes of Puritan theology, such as the Puritan view of Scripture, meditation, the experience of God, providence, the sinfulness of sin, covenant theology, adoption, sanctification, assurance of faith, church and worship, preaching, the sacraments, the promises of God, conscience and casuistry, and heaven and hell. The course will give special emphasis to the nature of experiential religion, a singular characteristic of Puritan writings, and how the subjects covered interface with practical ministry.

TRU500 Reformed University Faithfulness & Spiritual Journey

All students entering Reformed University are required to take this course. RU’s faculty and students participate in this class to share, in a personal way, their past spiritual journeys and their visions for their journeys after RU. Participants will learn the ethos of RU as well as that of each person in the class

MDIV SUGGESTED PROGRESS PLAN

(90 Credit Hours Required)

Semester	Course Code	Course Title	Hours	Remarks
1st	BBL500	Bible Study Methods and Hermeneutics	3	Core
	BBL510	Survey of the Old Testament	3	Core
	BBL530	Survey of the New Testament	3	Core

	THLG501	Systematic Theology I	3	Core
	INS101	Chapel	P/F	IR
2nd	BBL501	Biblical Greek I	3	Core
	BBL511	Biblical Hebrew I	3	Core
	THLG502	Systematic Theology II	3	Core
	BBL511	Genesis	3	Elective
	INS102	Chapel	P/F	IR
3rd	BBL502	Biblical Greek II	3	Elective
	BBL512	Biblical Hebrew II	3	Elective
	CCED501	Pastoral Counseling Seminar	3	Core
	BBL531	The Gospels	3	Elective
	INS103	Chapel	P/F	IR
4th	BBL551	Principles of Exegesis	3	Core
	PSMN502	Evangelism & Discipleship	3	Elective
	MISS501	World Missions	3	Core
	CHHS501	Church History	3	Core
	INS104	Chapel	P/F	IR
5th	PRCH501	Expository Preaching	3	Core
	CCED511	Christian Education Seminar	3	Elective
	BBL537	Theology of Paul	3	Elective
	THLG506	Christian Ethics	3	Core
	INS105	Chapel	P/F	IR
6th	PSMN512	Introduction to Church Planting	3	Elective
	BBL552	Biblical Theology	3	Elective
	THLG507	Apologetics	3	Core
	MISS506	Contextualization	3	Elective
	INS106	Chapel	P/F	IR
7th	PRCH502	Expository Preaching Practicum	3	Elective
	CAPS501	Guided Evangelism & Discipleship	3	Capstone Project
	PSMN511	Pastoral Ministries	3	Elective
	THLG510	Contemporary Cults	3	Elective
	INS107	Chapel	P/F	IR

8th	CAPS502 or CAPS503	Pastoral Internship or Missions Internship	3	Capstone Project
	MISS509	World Religions	3	Elective
	INS108	Chapel	P/F	IR

MASTER OF ARTS IN THEOLOGICAL STUDIES (MATS)

PROGRAM OVERVIEW

The Master of Arts in Theological Studies (MATS) degree at Reformed University is shaped by a conviction that the life of faith in today's world may be enriched by deep exploration of theological traditions in dialogue with broad understanding of the complexities of our global context. In this program, students have opportunities to prepare for a variety of contributions to communities, to faith, and to theological knowledge. Because of its academic nature, many students who pursue a MATS will be able to pursue further graduate studies in numerous fields related to theology or serve in the non-profit sector, higher education, counseling, or various communities of faith.

PROGRAM OBJECTIVES

Upon completion of this program, students will be able to accomplish the following:

1. To articulate a deep understanding of at least one major theological tradition or of theological practice, thought, and structure.
2. To assess some of the major theories and methods in the scholarly study of Christianity and be able to analyze the connections between the study of religion and other academic and professional disciplines.
3. To be able to analyze the ways that knowledge of religion is shaped by the cultural, political, and social location of the knower, and to explain how cultural, political, and social processes and strategies of inclusion and exclusion have shaped religious formations, knowledge, traditions, practices, and institutions.
4. To be able to use the understandings of religion acquired in the program to engage creatively and critically in the contemporary practice of such fields as education, the arts, law, medicine, journalism, social service, or social change.
5. To be well-prepared to pursue the interdisciplinary studies and independent research typical of higher education and to be cognizant of diverse fields of doctoral study.

COMPONENTS AND REQUIREMENTS

Requirements for the MATS program include all required courses, totaling 45 credit hours. Students wishing to pursue this degree program are recommended to schedule an appointment to meet with the program director for consultation.

COURSE DESCRIPTIONS

(All courses are 3 credits unless otherwise noted.)

MTRP 650 Research Methods

This course will review the research methods and writing guidelines needed to produce a master thesis as the capstone project for this course. Students will work with the instructor to select a topic that integrates the knowledge and insights gained from the courses in the program. The student will be adequately equipped with the knowledge and skills necessary to complete their thesis.

MTSCB 500 Theological Overview of Old Testament

The course is a study of Old Testament history, literature and theology with emphasis upon the historical development of key concepts of the Old Testament. Among other essential themes, students explore the meaning of “image of God”, blessing and abundance, stewardship of cultural and redemptive mandates, covenant community and social ethics, justice and grace.

MTSCB 501 Theological Overview of New Testament

This course begins with a brief overview of the historical development of the New Testament and explores the contexts and contents of the various literary genres contained in the New Testament: The Gospels, the Acts, Letters and Epistles, and Apocalyptic Prophecy-Revelation. The course provides a familiarity with the New Testament books, as well as modern scholarly research, and exemplifies exegetical method. Also, it introduces major themes and issues in New Testament theology, with a special emphasis on the biblical foundations of the Christian faith.

MTSCB 502 Church History

This course offers a survey of the entire history of the church, in its many branches from the Apostles to the Pre-Reformation. Special emphasis will be given to standard theological themes, studied in their historical context, with people, places, and events, as well as to the spread of the church into all lands.

MTSCC 520 Missional Church in a Changing Society

This course will begin by analyzing the four-fold dynamic of gospel, biblical story, mission, and missionary encounter with culture. Then we will reflect on the church’s missional vocation in the world and congregational practices that sustain the vocation. Finally, we will attempt to grasp our changing Western cultural context.

MTSCC 521 Christian Education and Evangelism

The historical and philosophical development and the biblical principles of Christian education are examined and applied. Attention is given to the discipleship process and faith development, the teacher/learner process, small group development, age differentiated ministry needs in the local church, working with volunteers, developing lesson plans and directing the Christian education program of the church. In particular, this course focuses on empowering evangelism in the church through Christian education.

MTSCC 522 New Trends of Homiletics: Advanced Homiletics

An advanced preaching course emphasizing such topics as homiletical theory, history of preaching, persuasion, current preaching trends and models, and experimental preaching techniques. This course aims to help preachers become faithful expositors of God's Word, the centrality of which is the Cross of Christ as God's great act of redemption. It will seek to demonstrate how expository preaching unfolds the Bible's underlying message of salvation by grace through faith. In the process it will seek to equip preachers to preach in a way that is alive and exciting to believers and seekers alike.

MTSCT 510 Social and Theological Ethics

An investigation of the biblical foundation for a system of ethics and its application to specific situations including sexual ethics, biomedical ethics, feminism in church and society, immigration issue, and economic issues. This course will be evaluating those issues from the point of Christianity.

MTSCT 511 Covenant Theology

This course is a study of Covenant Theology from exegetical, theological and historical perspectives. Covenant theology is the Bible's way of explaining and deepening our understanding of (1) the atonement; (2) our assurance; (3) the sacraments; (4) the continuity of redemptive history; and (5) the dynamic of God's sovereignty and Christian responsibility/piety. The doctrine of the covenants is thus important for both Reformed systematic and biblical theology (the study of special revelation from the standpoint of redemptive history).

MTSCT 512 Apologetics

This course is a biblical, theological and philosophical defense of the Christian faith. The study includes the impact that faith, reason and experience have on Christianity. It evaluates modern systems of thought and demonstrates the validity and defense of Christian doctrines as truth. It also addresses current societal questions and proposes a proper Christian response.

MTSE 550 Philosophical Theology (3 credits)

Philosophical theology includes the following topics: (1) questions about the nature of God; (2) questions about meaning and coherence of the doctrines of particular religions; and (3) questions about the nature of religious belief. We will discuss some questions under each of these headings. Just which questions we discuss will be largely up to you and the other members of the class. One topic we will focus on is

the diversity of religious views held by different people around the world, and the question of what (if anything) the existence of religious diversity tells us about whether it is reasonable to believe in one religion over another.

MTSE 551 Integrative Theology (3 credits)

This course provides advanced discussions to theological issues including the role of Scripture, God (Theology Proper), Creation, Humanity (Anthropology), Sin, Christology and ecclesiology from the point of constructive theology, defining the scriptural views and showing the arguments for them by bringing various theological views, refuting other views, and emphasizing the relevance of theology to these subjects.

MTSE 552 Comparative studies of Religions (3 credits)

This course provides an introduction to the study of religion by looking at topics and themes such as doctrine, ritual, scripture, mysticism, pilgrimage, and myth across the major religions in the world, while also introducing methodological approaches to the comparative study of religion. Student Learning Outcome: Students will develop a familiarity with the world’s major religious traditions and systems, and be able to discuss their various similarities and differences in a comparative fashion.

MTSE 553 Spiritual Formation (3 credits)

This course is a foundational study of the process of making space for the Holy Spirit’s work of transformation into the likeness of Christ. It introduces spiritual practices, grounded in the Christian tradition, that sustain and nurture a life-long pursuit of union with God, the Bible, and theology.

MTTW 651 Thesis I (3 credits)

In this course the student will synthesize the theological information and theories gained from the courses to produce a graduate level thesis. This thesis will demonstrate comprehension of key theological implications relative to the topic of the paper, which should be guided by his/her anticipated area of ministry/vocation. The final product will reflect graduate level research and writing skills throughout

MATS SUGGESTED PROGRESS PLAN

(45 Credit Hours Required)

Semester	Course Code	Course Title	Hours	Remarks
1st	MTSCB 500	Theological Overview of Old Testament	3	Core Course
	MTSCT 510	Social and Theological Ethics	3	Core Course
	MTSE 550	Philosophical Theology	3	Elective
	INS 101	Chapel	P/F	IR

2nd	MTSCB 501	Theological Overview of New Testament	3	Core Course
	MTSCC 521	Christian Education and Evangelism	3	Core Course
	MTSE 551	Integrative Theology	3	Elective
	INS 102	Chapel	P/F	IR
3rd	MTSCB 502	Church History	3	Core Course
	MTSCC 522	New Trends of Homiletics: Advanced Homiletics	3	Core Course
	MTSE 552	Comparative Studies of Religions	3	Electives
	INS 103	Chapel	P/F	IR
4th	MTSCC 520	Missional Church in a Changing Society	3	Core Course
	MTSCT 511	Covenant Theology	3	Core Course
	MTSCT 512	Apologetics	3	Core Course
	INS 104	Chapel	P/F	IR
5th	MTSE 553	Spiritual Formation	3	Elective
	MTRP 650	Research Methods	3	Project
	MTTW 651	Thesis I	3	Project
	INS 105	Chapel	P/F	IR
Total Credit Hours			45	

MASTER OF BUSINESS ADMINISTRATION (MBA)

PROGRAM OVERVIEW

The primary purpose of the Master of Business Administration (MBA) of Reformed University is to provide training in business for students interested in understanding the working nature of business in a competitive environment. Based on the mission statement of Reformed University, it also promotes Christian worldview and consciousness of each MBA student

Courses in the MBA program integrate theories and policies from various disciplines, including, economics, accounting, finance, merger and acquisition, project management, negotiation and conflict management, marketing, management, human resource management, and strategic management. Students will be expected to use the knowledge and skills acquired from this program into a wide array of business situations. The MBA capstone course in strategic management will ultimately culminate and bring together all of the theories, techniques, and strategies studied to integrate into a learning experience. Thus, highlighting the nature of competition and the kind of strategic maneuvering that must be adopted for organizations to have a cutting-edge advantage over their competitors.

PROGRAM OBJECTIVES

Upon completion of this program, students will be able to accomplish the following:

1. Develop an in-depth and extensive, practical knowledge of theory, tools, skills, practices, and research related to business and management focus in the ever-changing environment.
2. Demonstrate the ability to apply knowledge learnt to resolving problems and embracing opportunities that are encountered in the 21st-century business environment.
3. Demonstrate effective professional and interpersonal practices essential in business.
4. Develop a range of seamless ongoing professional strategies that promote their effectiveness in a business environment.
5. Demonstrate ethical, legal, and responsible behavior and explain the broader role that business has in society and their own responsibilities as a member of the business community and citizens in society with Christian worldview.
6. Deploy competencies and knowledge relevant to key business and functional areas for long-term career growth.
7. Acquisition of the vital common body of knowledge required to function effectively and to build partner relationships in a dynamic changing environment.

COMPONENTS AND REQUIREMENTS

The degree program requires satisfactory completion of 36 credit hours of the MBA curriculum. Non-Business Students who require prerequisite courses may have to complete a total of 45 credit hours to earn the MBA degree. The degree program requires all non-business major graduates to complete all the necessary prerequisite courses before selecting their MBA curriculum course sequence.

Requirements for the MBA program include the MBA cores (36 hours) and any prerequisites (9 hours) that are required. Students wishing to pursue this degree program are recommended to schedule an appointment to meet with the program director for consultation.

COURSE DESCRIPTIONS

(All courses are for 3 credits unless otherwise noted.)

PREREQUISITES FOR NON-BUSINESS STUDENTS (9 CREDITS ARE REQUIRED)

ACCT 101 Principles of Accounting

An introduction to financial accounting concepts and financial reporting, with the focus being on how decision makers analyze, interpret, and use accounting information. Emphasis is given to how accounting measures, records, and reports economic activities for corporations and on the relationship between accrual and cash flow measures in interpreting accounting information.

ECON 201 Microeconomics

This course focuses on basic economic problems leading to labor divisions in society and economic systems; mechanisms, concepts and theories of microeconomics in consumption, production, savings and investment of government and private sectors; analysis of the relationships and equilibrium of various markets of both closed and open economies; and general guidelines for dealing with basic economic problems.

FINS 301 Principles of Financial Management

This course is an overview study of concepts and techniques in corporate finance. Topics include investments, financial environment, securities markets, financial markets, financial statements and analysis, working capital management, capital budgeting, cost of capital, dividend policy, asset valuation, and decision making. The primary goal of the course is to help students achieve better financial outcomes for businesses with which they might be associated. This course provides an in-depth analysis of a wide range of topics on financial planning and analysis. Topics include the basics of financial statements, forecasting, budgeting, time value of money, stock and bond valuation, capital budgeting, maximizing shareholder value, and raising capital. Prerequisite: ACCT101 with a “C” (2.0) or better.

MGMT 301 Principles of Management

This course is an intensive and comprehensive introductory study and analysis of the management process from a general manager’s perspective, with particular attention paid to the area of strategic human resources management. It covers the following topics, among others: planning, organizing, leading, directing, and controlling for establishing and accomplishing business objectives, conflict management, interpersonal communication, the staffing and supervising processes, performance appraisal, managing groups and teams, management development and employee training. A variety of case studies are utilized.

MKTG 301 Principles of Marketing

Concepts and theories relevant to the study and practice of marketing are introduced. Topics include the changing global marketplace, marketing processes and planning, the use of market research, an understanding of consumers and customers, decision-making and the marketing mix, market segmentation, positioning and product differentiation. This introductory subject prepares students for further study across the broad spectrum of product, service, consumer, business-to-business, industrial, global and social marketing.

MBA PROGRAM COURSE DESCRIPTIONS

ACCT 550 Managerial Accounting

This course is an introduction to the fundamental concepts of managerial accounting, appropriate for all organizations. Students will study information from the entity’s accounting system, relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on the identification and assignment of product costing, including activity-based costing, budgeting and other planning applications, information for decision making, planning and control for decentralized organizations. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation.

BUSN 500 Business Environment, Law and Ethics

This course provides a survey of a number of areas of law affecting the conduct of business today. An extensive analysis of the law of contracts will be emphasized due to its importance in the conduct of business. The course will provide the student a practical understanding of how the law operates and the legal rights and responsibilities of parties involved in a transaction. Particular attention will be given to the effect of landmark cases, and recent court decisions having a significant impact on the legal issues of the day. Topics include (a) the foundations of American law (b) business ethics and social responsibilities (c) overview of courts and procedures (d) torts, criminal law and cyber law (e) essentials of contract, negotiable instruments and agency law (f) debtor-creditor relationships (g) forms of business organizations (h) labor and employment law and (l) employment discrimination.

ECON 610 Managerial Economics

Managerial Economics is an applied branch of microeconomics that examines resource-allocation and tactical decisions that are made by analysts, managers, and consultants in the private, public, and not-for-profit sectors of the economy. In this course students expand their knowledge of key economic concepts and tools addressing the decision-making process. Students also examine the philosophy of optimization, the role of profit, and the relationship between managerial economics and other areas of business and economic analysis. Specific topics include the fundamental economic concepts of marginal analysis, net present value, risk, and decision analysis. The course also critically looks at areas of demand and forecasting, production and cost, pricing and output decisions, including strategy and tactics, long-term investment decisions, and risk management in the private and the public not-for-profit sectors of the economy. Students are required to apply economic tools to solve business problems using case analysis from a wide array of industries.

FINS 670 Managerial Finance

This course introduces students to financial theory and concepts. It incorporates the analysis, planning, and control of internal and external financial decisions of a firm with emphasis on corporate structure. In addition, the course explores important financial concerns facing multinational corporations, including ethics, and the role of information technology. Through the case study method, students acquire a practical knowledge of how to develop and examine financial reports that aid managers in making business decisions, in addition to gaining a working knowledge of managerial finance by learning to develop a systematic approach to financial analysis.

ISDS 510 Management of Information Systems

This course discusses how business professionals can leverage information systems through planning, oversight and management. Understanding the implications of information systems will be facilitated by learning to identify and evaluate potential opportunities to employ information systems, by understanding the role of information systems as a major facilitator of the fundamental business activities and by learning to manage information systems projects. One or more sections may be offered in any online format. This course also discusses and explains how to apply computer-based information systems to the management of organizations in the rapidly changing business in the Internet age. Topics include use of information to further the organization's mission and strategy, the role of users, the development of electronic business and commerce, the evolution of enterprise resource planning systems, and the architecture of decision-support processes for managers. Technologies of computer systems, data communications, networking, databases, and knowledge management will be taught.

MGMT 560 Organizational Behavior and Leadership in the 21st Century

This course provides a broad understanding of the theories, research, and practices related to organizational behavior and leadership in the contemporary global environment. Emphasis is on examining the multilevel issues of change, behavior and leadership from political, cultural, and economic influence. The course provides a comprehensive overview of the social science theories and scholarship that seek to explain variations and similarities in the behavior of individuals, groups, and organizations. Comparative perspectives on motivation and leadership, workforce diversity, teamwork, communication, and ethics are explored. Emphasis is on geography, globalization, demographics, diversity, change management, and corporate responsibility.

MGMT 600 Human Resource Management

This course is designed to acquaint students with best practices for leveraging the competitive value of human capital in organizations. Students will be exposed to current issues and practices, associated with workforce management, including the legal and regulatory elements of managing employees, staffing, job analysis, performance management, disciplinary issues, compensation systems, benefits, and termination. Throughout this course, a strategic approach will be emphasized which encompasses methods of measuring the financial implications of human practices and exposure to a balanced scorecard approach to human resource management.

MGMT 610 Entrepreneurship: Managing Innovation and Executing Strategy for Growth

This course focuses on the meaning of entrepreneurship and the process of starting and running an entrepreneurial business. The course covers a range of topics, including: the differences between entrepreneurial and conventional approaches to business; the attributes of a successful entrepreneur; the issues and obstacles facing an entrepreneurial enterprise; the creation of a business plan; and the ethical and social dilemmas facing entrepreneurs. The course also allows students to develop a concept for an innovative product or service.

MGMT 645 Interactive and Direct Marketing

This course examines the growth of various digital marketing formats for conducting interactive and direct marketing. In the current marketplace, consumers desire the speed and control that new digital and social media formats provide. Students are introduced to and build upon traditional foundations of direct marketing while learning how to apply new technology. Students learn how to develop a strategic and effective creative plan integrating different media platforms.

MGMT 690 Research and Statistics for Management Decision Makers

This course stresses the practical use of statistics in collecting, organizing, analyzing, interpreting, and presenting data. Areas covered include descriptive statistics, inferential statistics, regression analysis, and time series analysis. Students learn to use statistical thinking to improve the managerial decision-making process.

MGMT 700 Mergers and Acquisitions

This course analyzes corporate mergers and acquisitions. Students develop skills necessary to structure a deal or form an opinion about a proposed transaction. The course evaluates the legal and regulatory framework for takeovers, such as filing requirements, fiduciary duties of the target board of directors, and antitrust regulation.

The course uses a mix of lectures, projects, and cases analyses, to provide ample opportunity to understand and practice the application of standard corporate valuation methods.

MGMT 720 Project Management

The course provides an understanding of how new Agile principles and practices are changing the landscape of project management. The course is designed to give project managers fresh new insight into how to successfully blend Agile and traditional project management principles and practices in the right proportions to fit any business and project situation. The course provides a deep understanding of Agile project management principles and practices in order to see them as complementary rather than competitive to traditional project management. Topics include: Agile fundamentals, principles, and practices; roots of Agile in TQM and Lean Manufacturing; adapting an Agile approach to fit a business environment; planning and managing an enterprise-level Agile transformation; scaling agile to an enterprise level using enterprise-level Agile frameworks and Agile Project Management tools.

MGMT 730 Strategic Management Capstone

The purpose of this Capstone course is to explore the concepts, processes, and types of strategies that can be implemented to lead an organization toward creating and maintaining a competitive advantage in the existing global economy. This course will introduce the student to the field of strategic management by developing the strategic thinking through theories, concepts, and discussions about real-world business cases. It will provide the student with an understanding of the process of strategic analysis and planning for the long-term success of businesses. This course will allow students to design and develop a project which will demonstrate how managers incorporate strategy to drive their organizations to achieve superior competitive advantage over competing firms in the industry.

MKTG 500 Marketing Management

This course provides an in-depth exploration and practical application of basic marketing tools. These include product policy, pricing, promotion, distribution, sales management, and customer segmentation and retention. In most classes, we will analyze case studies that require us to identify marketing opportunities, refine value propositions, select customer segments and develop marketing programs for a variety of management situations.

MKTG 660 Global Markets

This course is intended to enhance students' understanding of the complexities of marketing products and services in the international market. Students utilize an analytical approach to solving complex business problems in a dynamic, global marketplace. Emphasis is on applying a multidisciplinary framework to evaluate economic, financial, political, regulatory, socio-cultural, and technological issues when planning and implementing an international marketing strategy.

MKTG 705 Negotiation and Conflict Management

International marketing is important as the world becomes increasingly globalized. In an international context, marketing managers plan and conduct transactions across borders to create exchanges that satisfy the objectives of individuals and organizations. The fact that a transaction takes place "across national borders" highlights the difference between domestic and international marketing. The course considers the basic concepts of international

marketing, the various activities necessary for international marketing planning, the beginning of international marketing activities to be conducted by a domestic firm, and relevant issues on strategy and marketing management relevant to expanded global operations.

MBA SUGGESTED PROGRESS PLAN

CORE COURSES (27 CORE COURSES ARE REQUIRED)

ACCT 550	Managerial Accounting	3
ECON 550	Managerial Economics	3
FINS 670	Managerial Finance	3
MGMT 690	Research and Statistics for Management Decision Makers	3
MGMT 700	Merger and Acquisitions	3
MGMT 720	Project Management	3
MGMT 730	Strategic Management (Capstone)	3
MKTG 660	Global Markets	3
MKTG 705	Negotiation and Conflict Management	3
	Total	27

ELECTIVE COURSES (9 CREDITS HOURS REQUIRED)

BUSN 500	Business Environment, Law and Ethics	3
ISDS 510	Management of Information System	3
MGMT 560	Organizational Behavior and Leadership in the 21st Century	3
MGMT 600	Human Resource Management	3
MGMT 610	Entrepreneurship: Managing Innovation and Executing Strategy for Growth	3
MKTG 500	Marketing Management	3
MKTG 645	Interactive and Direct Marketing	3
	Total	12

PREREQUISITE FOR NON-BUSINESS GRADUATES (9 CREDIT HOURS REQUIRED)

ACCT 101	Principle of Accounting	3
ECON 201	Microeconomics	3
FINS 301	Principles of Financial Management	3
MGMT 301	Principles of Management	3
MKTG 301	Principles of Marketing	3
	Total	12

MASTER OF ARTS IN INTERCULTURAL STUDIES (MAICS)

PROGRAM OVERVIEW

The proposed Master of Arts in Intercultural Studies is designed to equip students both for careers in cross-cultural or multicultural environments and for ministries associated with spreading the gospel of Jesus Christ in cultures other than one's own, including history and theology of mission, cultural anthropology, mission strategy, and social engagement studies among others. Its mission is to develop effective cross-cultural professionals who are competent communicators of Christ, sensitive to other cultures, and effective servants.

PROGRAM OBJECTIVES

1. Demonstrate an understanding of God, the gospel, oneself, and others in the context of intercultural perspectives.
2. Formulate a statement of philosophy/theology, with respect to living, ministering, and working in contexts or cultures different than the student's own.
3. Articulate a cross-cultural or international perspective with respect to professional training (e.g., in teaching, business, mission or development).
4. Produce written studies and reports manifesting their familiarity with the analytical and research tools available (particularly in the social sciences) and demonstrating their abilities to assess and adapt their objectives and activities to the cultural realities of their working environments.
5. Communicate a clear understanding of the dynamic nature of the gospel, the spiritual and cultural traits of a growing church, the deeply intertwined relationship between the gospel and culture in which God's self-revelation was given in culture, how it is now communicated across cultures, and how it is being faithfully lived out in appropriate contextualized acts of allegiance to the God of creation.
6. Manifest godliness of character, personal standards of integrity and morality, concern for human rights and justice, and a passion for the reconciliation of humanity with their Creator.
7. Offer an integrated learning approach which includes academic formation (theological engagement), spiritual formation (church involvement) and mission (community engagement).

COMPONENTS AND REQUIREMENTS

The degree program requires satisfactory completion of forty-two credit hours of the MAICS curriculum. The capstone course requires the completion of a master thesis which integrates key theories and practical knowledge into a cogent and clear plan for intercultural ministry/leadership.

Requirements for the MAICS include forty-two hours of required courses over five semesters.

COURSE DESCRIPTIONS

(All courses are three credits unless otherwise noted.)

ISBT 500 Biblical Theology and Interpretation

This is a foundational course on biblical interpretation which will provide students with the basic exegetical tools required to interpret and appropriate the biblical text for intercultural studies. The student will learn to recognize and work with the different literary genres of the Bible and will gain an overview of various hermeneutical approaches to Scripture. In the process, the student will be introduced to various research tools, methods, resources and practical skills for interpretation of scripture in order to appropriate the Bible well in our contemporary context.

ISBT 501 Christian Theology

This course introduces the student to Christian theology. It begins with a study of the nature and necessity of doing theology in the contemporary world with primary attention given to the authority of God's self-disclosure in Scripture. The subject matter then shifts to consideration of the nature of the Triune God who has disclosed Himself to us, especially focusing on God's action in creation and providence.

ISBT 502 Historical Theology

History of the church from the Apostolic Fathers to the modern era with an emphasis on the development of doctrine. Highlights key thinkers in the patristic, medieval, Reformation and modern eras.

ISBT 503 Reformed Theology of Mission and Evangelism

This course presents and examines world missions from three perspectives: the Biblical theology of missions; the history of missions; and current trends, methods, and issues facing missions, which is rooted in Reformed theology.

ISMC 510 Anthropology for Ministry

The study provides students a theoretical and methodological "toolkit" for understanding human interactions in every setting. Students become a critical thinker, learning to address social problems and cultural analysis through theory, data, and practical solutions. Anthropological study provides training well suited for the 21st century: students will demonstrate the capacity to engage the world by being intellectually rigorous, yet globally compassionate and gain the relational and analytic tools for effective cross-cultural engagement, both in America and abroad.

ISMC 511 Intercultural Communications

A study of the principles, processes, and pitfalls of communicating from one culture to another, designed to assist the student in working effectively across cultures. It emphasizes the importance of understanding the worldview of both the source culture and the receptor culture, including a treatment of diverse perceptions, values, expressions, logic, and linguistic difficulties.

ISMC 512 Christian Encounters with Other Religions

In this course, students seek what is true and holy in the world's great religious traditions through encounters with diverse faith communities, with critical and constructive reflection on their history, beliefs, morals, and ways of worship. These diverse traditions are brought into dialogue with Christian theology and with the students' own religious roots or philosophical views. A visit to a faith community is a requirement of this course. This course presents a comparative study of world religions, including but not limited to Hinduism, Buddhism, Judaism, and Islam in terms of Christianity.

ISMC 513 Contextualization in the Global Setting

This course considers the process of communicating a Christian worldview in a manner that is faithful to Scriptures and relevant to the world's cultures. In part, this involves the process of exegeting or probing culture for spiritual themes. For this, this course explores the process of doing theology in a global context. Students must wrestle with issues of contextualization if they are equipped for gospel ministry in the diverse global context. Since the world has grown global, students must learn how to "do theology" from the perspective of global settings.

ISMC 554 World Christianity

This course explores the historical development and modern trends of Christianity among communities in the region of the world known as the Global South; it critically evaluates the symbolic systems, power structures, ideologies, values, and religious meanings at play in the Global South and Global North. Finally, this course examines the interaction between Christianity in the Global South and its Northern counterpart and articulates a vision for the global mission. For this, the body of Christ serves as the grounding framework of implementing world Christianity

ISME 550 Teaching the Bible in Intercultural Settings

This course investigates dynamics of crossing cultures during biblical times and draws conclusions for cross-cultural encounters today. Also, the course explores the nature of teaching, the Biblical model of instruction, curricular design, the learner's impact upon instruction, theories of practice, and methods of instruction, which is in intercultural contexts. The expositional process will receive special attention given that it undergirds the teaching process. This course centers on a biblical passage, describes the setting, and presents 'cross-cultural insights and a practical 'crossing takeaway' for teaching the bible interculturally.

ISME 551 Church Planting and Development in the Postmodern A

This course provides an introduction and systematic overview of the process of church planting and consequent congregational development and nurture in the postmodern age. Included are biblical and theological rationales for church planting as an evangelistic strategy from a missiological and contextually sensitive perspective, as well as an introduction to specific tools, methods, and resources needed for the effective development of new congregations. After looking at existing and emerging cultures, this course centers on demonstrating how to reach people within those cultures, especially those caught up in the postmodern culture.

ISME 552 Ministry in an Urbanized Society

This course will provide an overview of the various approaches to urban ministry found in Toronto with a particular focus on inner-city ministry with the poor and marginalized. Various urban ministry practitioners will be invited to present their ministry to the class, both churches based, and parachurch and a number of site visits are planned. The goal of the course is to understand the issues involved in inner-city life, to discover what various ministries are doing in an urbanized society, to learn how to approach ministry in an urban context and to design more effective ministry with marginalized people. Students will learn how to evaluate their own communities and discover ways of reaching their neighborhoods.

ISTP 650 Research Methods

This course is designed to introduce students to the diverse field of intercultural studies with a focus on understanding intercultural competency from an international perspective. The first part of the course introduces key concepts and explores various perspectives in intercultural studies. Next, we will examine the development of intercultural instruments and models such as the IDI (Intercultural Development Inventory) and DMIS (Developmental Model of Intercultural Sensitivity) and some examples of qualitative and quantitative research based on them. The latter half of the course will address international and institutional approaches to intercultural education, looking at a range of case studies and examples. Finally, we will examine the connections between intercultural competency and global citizenship, particularly in light of increasing internationalization in higher education. Throughout the course, students will be encouraged to take a hands-on approach to learning and to examine their own beliefs and experiences of intercultural learning as they concurrently engage with scholarship in the field.

ISTP 651 Thesis

In this course students will engage in writing a research paper that integrates knowledge from all the courses in the program into a thesis statement for intercultural studies. In this master's thesis the student will identify key intercultural principles, models, or theories that have informed him or her in the formation of their own paradigm for intercultural ministry, to include communication, religious implications, societal and cultural issues related to effective ministry/leadership in a diverse world

MAICS SUGGESTED PROGRESS PLAN

FIRST SEMESTER CREDITS

ISBT 500	Biblical Theology and Interpretation	3
ISMC 510	Anthropology for Ministry	3
ISME 550	Teaching the Bible in Intercultural Settings	3

SECOND SEMESTER

ISBT 501	Christian Theology	3
ISMC 513	Contextualization in the Global Setting	3
ISME 551	Church Planting and Development in the Postmodern Age	3

THIRD SEMESTER

ISBT 502	Historical Theology	3
ISME 552	Ministry in an Urbanized Society	3
ISMC 554	World Christianity	3

FOURTH SEMESTER

ISMC 511	Intercultural Communications	3
ISMC 512	Christian Encounters with Other Religions	3
ISBT 503	Reformed Theology of Mission and Evangelism	3

FIFTH SEMESTER

ISTP 650	Research Methods	3
ISTP 651	Thesis	3
Total Credits		42

MASTER OF ARTS IN LEADERSHIP STUDIES (MALS)

PROGRAM OVERVIEW

In keeping with the Mission of Reformed University, the objectives of MALS are to academically and spiritually equip students to be Christian leaders in various venues of ecclesiastical, social, and organizational engagement; to serve as effective leaders that are prepared to engage respective constituents in such a way as to increase the likelihood of thriving in a time of rapid change, growing diversity, and global interconnectivity.

PROGRAM OBJECTIVES

1. Expose students to current leadership theories and effective practices, while also equipping them to synthesize relevant information for individual application in their respective context.
2. Equip students with leadership skills needed to effectively communicate at interpersonal and organizational levels for the purpose of leading change, managing conflict, and moving the organization forward toward strategically developed goals.
3. Empower students, through contextual assessment and analysis, to make informed and bold decisions about the most productive direction to lead an organization.
4. Encourage students to assess follower responsiveness to strategic decisions, and to employ a transformational leadership approach that creates a culture of collaboration resulting in a synergistic

approach to team and group interaction within the organization.

COMPONENTS AND REQUIREMENTS

The degree program requires satisfactory completion of thirty-six credit hours of the MALS curriculum. The program is structured in such a way that a student may take either the “general leadership” program or focus on one of three concentration areas: non-profit leadership, global leadership, or strategic leadership. The total course requirements remain thirty-six credit hours for concentrations.

Requirements for the MALS general program include thirty-six hours of required courses; if a concentration is chosen, the student will take the twenty-four credit hours of core MALS courses, and an additional twelve credit hours in the chosen concentration.

COURSE DESCRIPTIONS

(All courses are three credits unless otherwise noted.)

MALS 501 Introduction to Leadership

This is an introductory course that explores leadership theories, practices, and key researchers in the field. This course will provide students with an overview of the history of leadership studies, key theoretical approaches to leadership, and will familiarize students with historical and contemporary researchers and their respective theories. Contemporary approaches to leadership will be explored and students will be encouraged to synthesize biblical leadership models with theoretical models for the purpose of identifying their own leadership approach from a Christian perspective.

MALS 502 Effective Communication

This course looks at the nature of effective communication from a leadership/organizational perspective. Students will explore various models of communication as a tool to communicate goals, objectives, and plans in a way that can create a shared vision, thereby maximizing effort toward a shared organizational goal.

MALS 503 Leading Volunteers

The course will closely examine the leadership of volunteers. The course considers the design and organization of volunteer programs, including background on volunteerism, elements of the volunteer program, structuring the volunteer program, job design for volunteer programs, volunteer motivation and retention, and evaluation.

MALS 504 Intercultural Competence

In this class, students will develop skills, knowledge, and understanding that will help them communicate and engage more appropriately and effectively in intercultural contexts. Students will explore various topics in intercultural communication and will practice intercultural learning processes that can be applied when working across differences in a wide variety of contexts. Students will also increase their own cultural self-awareness and develop personal leadership skills to help them become more effective in an interdependent world.

MALS 505 Decision Making

In this course students will analyze the relationship between leadership and decision making, combining classical wisdom, recent research, and theory and practice to learn leadership and decision-making skills. Throughout the course students will focus on leadership and decision making in the business world, politics, the nonprofit world, and in their personal life. Students will engage in a mix of reading, discussion, case studies, team exercises and reflective exercises to achieve a better understanding of leadership and decision-making.

MALS 510 Leadership Theory and Application

This course looks at theories of leadership and the application of theory in a contemporary leadership context. Students will identify key researchers in the field of leadership and the theory associated with these researchers explore how these can be applied in a given leadership setting. The historical progression of leadership theory will be explored to predict future trajectories. This class will also integrate instruction in formatting in the latest edition of APA.

MALS 511 Ethical Leadership

This course explores the ethical implications of leadership. It focuses on the practice of ethical leadership in a variety of settings and looks at the negative outcomes that characterize unethical leadership. This course considers a variety of moral dilemmas that are prevalent in society and in organizations and provides students with the intellectual tools needed to choose the best course of actions in a given scenario.

MALS 512 Managing Conflict

This course looks at causes of and responses to conflict. It explores various models and methods for resolving or managing conflict in a way that can potentially lead to positive outcomes. This course also studies biblical models of conflict resolution and what those models must teach leaders.

MALS 513 Global Leadership

In this course students will identify and apply the skills necessary to interact globally as leaders in diverse contexts. Students will be exposed to unique cultural specifics in the global workplace and explore the implications for leadership. Students will also learn to apply strategic approaches to leadership in a global setting and to connect with those who are culturally different.

MALS 514 Leading Change

This course examines the social, interpersonal, organizational, and biblical dynamics of change. It introduces students to practical and applicable aspects of change and exposes students to the leadership implications of successfully leading an organization into and through change to a new paradigm for the organization. Various change models are considered with a view toward empowering students to choose the best approach in a given leadership scenario.

MALS 601 Leading for Passion

In this course students will become familiar with an academic, researched based, view of passion as it relates to worker/follower success. The role of the leader and the organization in identifying and supporting passion in followers will be explored and application in specific leadership settings will be applied in student discussion and research.

MALS 602 Leading Teams

Explores the process by which effective teams are built and the role of a leader in forming and leading effective teams. This course will examine group dynamics, including interpersonal relationships, cultural and gender issues, and contemporary challenges. Students will participate in team building through a class project requiring team participation.

MALS 605 Leading Nonprofit Organizations

The course is designed to help students understand how nonprofits effectively operate in society and how to exercise leadership in nonprofits. Leadership will be the lens through which the class will explore theory, policy, and management of nonprofit organizations.

MALS 606 Global Strategies

This course provides a comprehensive examination of the psychological, social, and cultural factors that underlie expectations, preferences, and effectiveness of leadership practices and styles in organizations and work groups in the major cultural regions of the world. The course will focus on the development of the students' ability to think critically about the complexity of the direct, indirect, and interactive impact of these factors on leading within multinational organizations that operate worldwide.

MALS 607 The Leader-Coach

This course exposes students to a coaching paradigm for leadership, which revolves around having coaching conversations with followers/employees. It will use peer-to-peer experience to engage in coaching training and will provide a foundation for future coaching training.

MALS 610 Community Leadership

The purpose of this class is to investigate social issues and problems facing our communities. As members of this class students will have the opportunity to discuss, research, and reflect upon significant issues that directly affect both local and global communities. This class will provide a general understanding of personal leadership power and in the community; assist in applying these leadership skills within school and community settings; including taking on roles of social change within the community.

MALS 611 Collaborative Leadership (3 credits)

In this course students will study key practices of collaborative leadership and identify critical leadership competencies associated with it. Students will also highlight common barriers and suggest next steps for companies interested in developing leaders who can collaborate to transform business for good.

MALS 612 Transformational Leadership (3 credits)

This course presents, examines and seeks to apply a broad range of material pertaining to leadership effectiveness. Various leadership theories are explored, and a model for "transformational leadership" will be presented. Application is made to the learner's personal context as well as a diverse range of global contexts. Biblical and "secular" approaches to leadership practice are compared, contrasted and applied to the learner's ministry context.

MALS 615 Organizational Culture (3 credits)

This course examines the theories and aspects of organizational culture. The goal is to apply knowledge of organizational culture in a leadership context that will improve organizational success. The course covers patterns of behavior and their relationship to organizational culture, especially the impact of the organization's history and structure on employee behavior and culture.

MALS 616 Practicum/Thesis Paper (3 credits)

In this course students will engage in writing a research paper that integrates the knowledge from all the courses in the program into a thesis statement for leadership. In this master’s thesis the student will identify key leadership principles, models, or theories that have informed him or her in the formation of their own paradigm for leadership, to include communication, change strategies, ethical, and biblical implications of their leadership approach.

MALS SUGGESTED PROGRESS PLAN

GENERAL LEADERSHIP STUDIES PROGRAM

FIRST SEMESTER

MALS 501	Introduction To Leadership	3
MALS 502	Effective Communication	3
MALS 512	Managing Conflict	3

SECOND SEMESTER

MALS 510	Leadership Theory and Application	3
MALS 511	Ethical Leadership	3
MALS 513	Global Leadership	3

THIRD SEMESTER

MALS 601	Leading for Passion	3
MALS 602	Leading Teams	3
MALS 514	Leading Change	3

FOURTH SEMESTER

MALS 607	The Leader-Coach	3
MALS 615	Organizational Culture	3
MALS 616	Practicum/Thesis Paper	3

Total Credits 36

PROGRAM WITH CONCENTRATIONS

MALS 501	Introduction to Leadership	3
MALS 502	Effective Communication	3
MALS 50X	(Concentration)	3
MALS 510	Leadership Theory and Application	3
MALS 511	Ethical Leadership	3
MALS 51X	(Concentration)	3
MALS 601	Leading for Passion	3
MALS 602	Leading Teams	3
MALS 60X	(Concentration)	3
MALS 61X	(Concentration)	3
MALS 615	Organizational Culture	3
MALS 616	Practicum/Thesis Paper	3
Total Credits		36

CONCENTRATIONS

NON-PROFIT LEADERSHIP

MALS 503	Leading Volunteers
MALS 512	Managing Conflict
MALS 605	Leading Nonprofit Organizations
MALS 610	Community Leadership

GLOBAL LEADERSHIP

MALS 504	Intercultural Competence
MALS 513	Global Leadership
MALS 606	Global Strategies
MALS 611	Collaborative Leadership

STRATEGIC LEADERSHIP

MALS 505	Decision Making
MALS 514	Leading Change
MALS 607	The Leader-Coach
MALS 612	Transformational Leadership

FINANCIAL INFORMATION

Full tuition payment is required before classes begin unless prior arrangement is made with the Administrator of Finance. Any arrangement or agreement with any faculty members or other administrative staff regarding tuition payment will be considered null and void. A student will receive an official transcript, Certificate of Enrollment, Certification of Graduation, and/or a degree, only if the student has met the required academic standards and requirements and has paid all financial obligations in full.

TUITION

Undergraduate Program (per credit) (12 credits = \$2,400)	\$200
Graduate Program (per credit) (9 credits = \$2,970)	\$330
MBA Program (per credit) (9 credits = \$3,870)	\$430
Technology Fee (per semester)	\$122
Student Activity Fee (per semester)	\$50
Facility Fee (per semester)	\$50
Registration Fee	\$100
(per Semester)	\$322

FEES (NON-REFUNDABLE)

ADMINISTRATIVE FEES (WHEN APPLICABLE)

Application Fee (Domestic & International)	\$150
I-20 Students Application Fee	\$50
New Students Orientation Fee	\$50
Placement Test (per appointment)	\$30

EXTRA FEES

Installment Fee (2 payment plan)	\$100
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Graduation Fee	\$250
Late Registration Fee	\$100
Late Payment Fee	\$100
Change of program Fee	\$100

OFFICIAL DOCUMENT FEES

Official Transcript Verification of Enrollment/ Travel authorization/	\$ 10
Certificate of Graduation/ Certificate of Completion/ On-campus Employment Verification letter	\$ 5
I-20 Reproduction or Extension	\$20
Student ID Replacement charge	\$35
Insufficient Fund Charge	\$50
FAFSA application	\$100

*These fees are subject to be changed without prior notifications. * Full-time student status for Reformed University is as follows:

- For Bachelor’s degree program: twelve credit hours (four courses) per semester
- For Master’s degree program: nine credit hours per semester or a combination of classes and nine clock hours per week toward research and writing.
- Reformed University students mainly use non-cash payment options that include E-payment, check, and money orders. If you have cash, you can deposit your cash into your bank account and use any of these methods to pay the University.

* Note: No student will be allowed to register for a new semester and no transcripts or final grades will be released unless all unpaid bills to the university have been paid in full.*

Note: The application fee is charged only once unless the applicant has completed one program of study and is applying to enter an unrelated program, or the applicant previously withdrew from the institution.

REFUND POLICY

Students who withdraw or are withdrawn from class may be entitled to partial/full tuition refund, (usually fees are not refundable) and refunds will be disbursed in full (NOTE: Not attending classes does NOT constitute a formal withdrawal). Students will receive refunds for overpayments and/or withdrawal from classes or institutions without any additional constituted administrative fees charged. Students may receive refunds on late registration fees, any private scholarships, late payment fees, deferred payment fees, or application fees within three business days of the initial application filing. After three business days, no refunds of fees will be issued, even if matriculation or registration does not occur. Students are accountable for charges for non-payment, default payment fees, and any charges for returned checks.

In a case of course cancellation, the institution will notify each student of the cancellation and recommend other coursework as a replacement. However, if this process is not satisfactorily implemented and the course change is not completed prior to the first day of a class, the institution will refund the full tuition for the canceled course to the student, without the need to file a Tuition Refund Request. Otherwise, a dated and signed Tuition Refund Request form must be submitted to the Registrar's Office in order to begin the process of refunding tuition. The Office of Business Affairs may consider refunds on an individual basis where extenuating circumstances exist, such as student injury, prolonged illness or death, or other circumstances which prohibit completion of the course or program of study.

TERMS OF REFUNDS

Refunds are calculated based upon the date on which the student began the official withdrawal or drop process by submitting a dated and signed Tuition Refund Request Form to the Registrar's Office. Refunds are determined based on the proportion of tuition and the percentage of programs completed at withdrawal, as described below. If the student has begun the official withdrawal process and the Tuition Refund Request Form is received and recorded by the Registrar's Office, the refund policy is as follows:

- within three business days after the initial application:
100% of tuition and fees (with the exception of non-refundable application fees)
- after 3 days of initial application and during the first week of a semester:
90% of tuition (no fees refunded after this point)
during the second week of a semester: *80% of tuition*
during the third week: *70% of tuition*
during the fourth week: *60% of tuition*
during the fifth week: *50% of tuition*

NOTE: NO REFUNDS WILL BE ISSUED AFTER THE FIFTH WEEK OF A SEMESTER

Intensive Course

- First week - 90% of Tuition (no fees refunded after this point)
- Second Week - 70% of Tuition
- Third Week - 50% of Tuition
- Thereafter: 0%Appeal/Complaint

Students who are not satisfied with the regulations regarding the refund policy may appeal to the Registrar. If the students are still dissatisfied, they may appeal either to the president or to the Academic Standing Faculty Committee. The president or the committee may make a recommendation for resolution, but when a decision being made is not just and fair, in the opinion of the complainant, he or she may make a final appeal to the Georgia Nonpublic Postsecondary Education Commission (GNPEC).

SCHOLARSHIPS

Reformed University is proud to honor academically talented and exceptionally skilled students with a variety of scholarships and awards. Limited scholarships are available to students based on their academic records and service to the community. Applicants must fill out a Scholarship Application Form. The following are the available scholarships from Reformed University:

- President's Scholarship
- Academic Achievement Scholarship
- Need-Based Tuition Assistance

* The Academic Committee make a scholarship award decision, amount, and additional scholarship. The Scholarship will be awarded to the students as a tuition credit.

PRESIDENT'S SCHOLARSHIP

The Presidential Merit Scholarship was established to honor students who have exhibited or have the potential to exhibit extraordinary abilities and contributions.

ACADEMIC ACHIEVEMENT SCHOLARSHIP

Scholarship is awarded to full-time students with at least two semesters' records at Reformed University. Students have demonstrated excellent performance in academic activities. Students must be pursuing a degree in Reformed University and must demonstrate exceptional talent and contribution to their major field.

NEED-BASED TUITION ASSISTANCE

Scholarship is awarded to full-time continuing students who demonstrate their leadership and financial need for this scholarship.

FINANCIAL AID ADMISSION - FAFSA APPLICANTS

For a financial aid process, a student needs to begin the financial aid process.

- 1) Go online to www.fafsa.gov, complete and submit the FAFSA application.
Reformed University's FSA school code: # 04256700
- 2) Once your interview is complete, the financial aid office will confirm your registration by email.

Please note: Applying for Financial Aid is not applying to the University. You must complete an Admissions application to be a candidate for Reformed University. The Undergraduate application fee is \$100.

- 3) If you are applying for Federal Direct Loans, you must go online to www.studentloans.gov by using the same FSA (FAFSA) login information to access it.

You must complete Entrance Counseling, sign the Master Promissory Note, and submit the confirmation page to the Office of Financial Aid. Must sign the Admissions application to be a candidate for Reformed University.

If you have any questions, please contact info@runiv.edu or visit the website: <https://runiv.edu/financial-aid/>

***Title IX prohibits sex discrimination, including sexual harassment and sexual violence in all educational programs and activities. ***

STUDENT INFORMATION

CHAPEL SERVICES

Worship is the spiritual center of seminary life, and Reformed University is dedicated to train Christian leaders whose lives reflect the conviction that both individual and corporate prayer is essential in the pursuit of God's purposes for holy living and fruitful ministry.

During each academic term, Reformed University offers noncredit courses of worship service (INS101 through INS112) to provide the university community with opportunities for worship and spiritual enrichment.

All students are encouraged to register and attend these worship courses each semester. The students studying in the theological department are required to attend the Chapel courses to be eligible for graduation.

Student Association (SA)

The SA responds to the concerns of the student community, with the understanding that all university activities consist of three major groups of participants: faculty, administration, and students. The association coordinates the activities of Reformed University students as the elected student governing body. The whole student body, through due process, as outlined in the student handbook and in the Constitution of SA, elects officers and

members of the Student Association. Its primary functions are to initiate discussion and make decisions concerning student wellbeing and learning environments, coordinate prescheduled and approved student activities throughout the academic year, improve the educational environment of the University, and aid students with the various hardships and difficulties that may arise during the pursuit of their academic goals. The Association helps students to be active in serving the community and to participate in the University programs, provides information regarding student welfare, and acts as a mediator between the University administration and the student body.

UNIVERSITY OF CODE OF CONDUCT

This Code of Conduct establishes guidelines for professional conduct by those acting on behalf of the University including executive officers, faculty, staff, and other individuals employed by the University using University resources or facilities, and volunteers and representatives acting as agents of the University.

Any questions regarding these policies should be directed to the Office of Student Service. Detailed information regarding student conduct and discipline policies may be found in the Student Handbook.

ACADEMIC INTEGRITY

At Reformed University, we believe that academic and personal integrity is based upon values such as honesty, trust, fairness, respect and responsibility. In an environment that recognizes and honors these values, standards of academic excellence must be maintained. An atmosphere of academic integrity enhances ethical and moral development among college students.

TYPES OF ACADEMIC INTEGRITY VIOLATIONS

Below are some common types of violations related to academic integrity:

1. **Cheating:** Cheating means using, attempting to use or aiding others in using unauthorized materials, information, or study aids. This behavior also means excessive collaboration or gaining unauthorized access to unauthorized materials.
2. **Plagiarism:** Plagiarism means representing the words or ideas of another as one's own. Direct quotations must be indicated and ideas of another must be appropriately acknowledged. Plagiarism also includes "self-plagiarism" which includes the reuse of one's own work without acknowledging that one is doing so or citing the original work.
3. **Fabrication:** Fabrication means falsification or unauthorized invention of any information or citation.
4. **Excessive Collaboration:** Excessive collaboration means the end result of all idea swapping, sharing, brainstorming, and conferring has obliterated one student's voice and replaced it with that of another. Student writers collaborate excessively when they abandon, wittingly or

unwittingly, their own words and adopt, claiming them as their own, the ideas or exact phrasing of their collaborator.

5. **Other Acts of Academic Dishonesty:**

- Submitting the same work, or essentially the same work, for more than one course without explicitly obtaining permission from all instructors. A student must disclose when a paper or project builds on work completed earlier in his or her academic career.
- Requesting an academic benefit based on false information or deception. This includes requesting an extension of time, a better grade, or a recommendation from an instructor.
- Making any changes (including adding material or erasing material) without the express permission of the instructor, on any test paper, problem set, or class assignment being submitted for re-grade.
- Willfully damaging the efforts or work of other students.
- Stealing, defacing, or damaging academic facilities or materials.
- Collaborating with other students planning or engaging in any form of academic misconduct.
- Submitting any academic work under someone else's name other than your own. an understanding of the methods by which people pursue knowledge

The instructor should communicate with the student whom they suspect of violating the Honor Code. The instructor should inform the student of the academic penalty they intend to institute per the syllabus. Each incidence of academic dishonesty is subject to review and consideration by the instructor and is subject to a range of academic penalties including but not limited to failing the assignment and/or failing the course. The instructor will notify the Program Director or Academic Committee in which the alleged incident took place. Academic penalties imposed by instructors may be appealed through Appeal Process (See page 24). The Academic Committee will consider the facts of each individual case and make a recommendation as to its disposition. Penalties for academic misconduct range from failing the piece of dubious work to expulsion from the university. The Committee's decision in these cases will be final.

SEXUAL HARASSMENT

Sexual Harassment is defined as unwelcome conduct of a sexual nature that is severe or pervasive, and that creates a hostile or abusive learning, working, or living environment, thereby unreasonably interfering with a person's ability to learn or work, and the conduct has no legitimate relationship to the subject matter of an academic course or research. Sexual harassment also includes behavior not sexual in nature, but behavior directed toward a person because of the person's sex and/or gender, including harassment based on the person's nonconformity with gender norms and stereotypes. The university takes harassment very seriously. Any reported incident is reviewed by the school officials and disciplinary action will be taken in cases where culpability rests.

DRUG AND ALCOHOL ABUSE POLICY AND PREVENTION PLAN

The Drug Free Schools and Communities Act Amendments of 1989 requires institutions who participate in federal student aid programs to provide information to its students, faculty, and employees to prevent drug and alcohol

abuse. Please click here [for our Drug and Alcohol Abuse and Prevention Program policy](#). Information about programming opportunities and assistance programs is available to students and employees with suspected drug or alcohol problems at Student Services. Possible repercussions of violating state and institutional drug and alcohol policies is available in the Student Code of Conduct.

WEAPONS

The possession or use of firearms or other weapons on Reformed University premises by any employee, student, vendor, or other visitor is strictly prohibited. Any exception to this policy must be authorized in advance by the Director of Student Services or the President.

CAMPUS SAFETY & SECURITY POLICY

Reformed University (RU, School or University), a Christ-centered university that offers undergraduate and graduate programs, is committed to providing all administrators, staff, students, volunteers, visitors, vendors and contractors with a safe and secure workplace and an environment for learning. Detailed information regarding this may be found in the Campus Safety and Security Policies.

STUDENTS WITH DISABILITIES

Reformed University is an Equal Opportunity Educational institution and is committed to providing access to students with disabilities in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990 (ADA). Students are encouraged to disclose and submit a special needs request for any disability requiring accommodation immediately following enrollment and prior to starting classes. Once the university's review has been completed and reasonable accommodations have been determined, an appropriate start date can be determined for the student to begin his/her education. Once formal approval of your accommodation has been approved, you are encouraged to talk with your professor(s) about your accommodation options. The granting of any accommodation will not be retroactive and cannot jeopardize the academic standards or integrity of the course. If you would like additional information, you should visit the Registrar's Office to speak with the university Registrar.

GRIEVANCES POLICY

At Reformed University complaints made by students are taken seriously and are resolved in a timely and satisfactory manner. Below is the RU grievance procedure:

INFORMAL COMPLAINTS

Students should always seek to resolve their complaints informally by first approaching the faculty or staff member involved in the grievous incident directly (in person or over school email). This needs to be timely. A complaint should be voiced within seven (7) business days of the date of the incident. If a discussion with the faculty or staff member is not appropriate or possible, a student should proceed to contact their Program Director or appropriate University Administrator about the matter.

Complaints about non-academic matters should be brought to the attention of the Director of Student Affairs.

Grievances about academic issues should be brought to the attention of the Program Director first, and then if unresolved to the Academic Dean.

If the faculty, a staff member, and their immediate supervisors received the complaint and the matter was not resolved to the student's satisfaction within seven (7) days, the student may proceed to file a formal complaint as described below.

FORMAL COMPLAINTS

Within fifteen (15) business days of the informal complaint, the student must file a written letter of grievance at the University Administrative Office. (If the grievance is against the Director of Student Affairs or the Academic Dean, the student shall file the grievance in the Office of the Vice President.)

The Director of Student Affairs or the Academic Dean will investigate the matter and supply a written response to the student within fifteen (15) business days.

APPEAL PROCESS

If a student is not satisfied by the decision or response, it can be appealed to the Vice President. A student shall file a written appeal request within 5 business days of receiving the official response to their formal complaint. The student must provide all relevant documents with his appeal.

The Vice President will review the information provided by the student and make a final decision. The decision of the Vice President shall be made within 10 business days of the appeal receipt.

The decision on the grievance appeal is final. Retaliation against a student for filing a grievance is strictly prohibited at Reformed University. After the internal procedures have been exhausted the student may contact the State of Georgia Nonpublic Postsecondary Education Commission (GNPEC)

Georgia Nonpublic Postsecondary Education Commission Standards Administrator

2082 East Exchange Place – Suite 220, Tucker, GA 30084-5305

STUDENT SERVICES

The purpose of student life service at Reformed University is committed to providing an inclusive environment enabling each student to develop and enhance personal health and wellbeing, leadership skills, social responsibility, critical thinking, and a spirit of service. Through RU student life services, students can be strong Christian leaders who will selflessly serve their Church and communities.

ADVISING AND GUIDANCE

Some students may experience academic difficulties not because they do not understand the specific course material, but rather due to other factors such as excessive anxiety, poorly developed study skills or unrealistic expectations about how much they can handle. Reformed University provides a friendly setting in which students may explore concerns of a personal, academic or career related nature. In addition, counseling and guidance services can enrich the lives of students by guiding their educational path and empowering them to make mature choices; thus, allowing the student responsibility for their academic success.

Several counseling options are available to students at Reformed University.

First, Program Directors are available by appointment for academic advice regarding academic and career planning. The scope of this activity includes:

1. Analyzing interests related to academic and career planning or
2. Selecting courses and student activities that maximize potential and opportunities
3. Developing an academic plan that encompasses both the course work and the supplemental needs of the student

Second, the Office of Student Services provides confidential and personal discussions concerning life situations, which may affect the student's learning or personal development. If necessary, referrals are made to professional counselors in governmental agencies or private settings.

PLACEMENT SERVICES

Reformed University makes no explicit or implied guarantee of job placement, starting salary, and income expectations for current students or graduates. The school assists students in their attempts to secure employment from prospective hiring companies in their field of study through career coaching, workshops, or seminars.

Services provided include, but are not limited to resume writing workshops, interview preparation, etc. The school also provides various resources for job opportunities, such as career fairs held in local communities.

CAREER SERVICES

In Career Services, our aim is to support Reformed University students as they extend their learning beyond the classroom by equipping them with resources and opportunities to help them discern their unique life calling and ultimately to enable them to make their visions a reality through service in fulfilling careers.

Our staff is dedicated to assisting students in creating, evaluating, and effectively implementing personal career goals. We provide many valuable services to help you prepare for a meaningful career including:

- Career Counseling
- Assessment Tools and Instruments
- Graduate School Informa
- Reformed University does not guarantee employment to graduates.

HOUSING ASSISTANCE

The university does not operate a dormitory or other housing facility under its control but will assist students in locating adequate housing near the campus. Some students find housing in a local residence or hotel, while others share an apartment or rent a room from members of a local church. Students are responsible for their own housing arrangements.

EMERGENCY SITUATION

IMMEDIATELY notify Reformed University Security at 770-232-2717 and report the incident. Reformed University Security will determine if the building needs to be evacuated and will conduct a detailed search. Employees will make cursory inspections of their area for suspicious objects or packages and report the location to Reformed University Security.

OUTAGES, CATASTROPHIC EVENTS, AND DISASTERS

Distance Education operates via internet and personal computing devices and occasional disruptions due to natural disasters, loss of electricity, and network connectivity can impede normal program operations. In the event of a temporary outage that prevents students from completing a time-sensitive class assignment, students should inform their instructors and request an extension. Since online courses are asynchronous most classes and assignments can be accessed around the clock, so temporary disruptions do not affect the overall class operations. In the event of a prolonged outage, online course students should alert the University administration. Class deadlines may be deferred on a case-by-case basis. Reformed University may pause and temporarily suspend all

operations due to a state of national emergency and in such case will follow FEMA and State authorities' recommendations on resuming normal campus and online operations.

EXTERNAL RESPONSE CONTACTS

EXTERNAL AGENCIES FOR CRISIS ASSISTANCE

Lawrenceville Police – Fire – Ambulance	911
Gwinnett County Sheriff's Office	(770) 619-6500
Georgia State Patrol	(404) 624-6077
Georgia Bureau of Investigations	(404) 244-2600
Federal Bureau of Investigations	(770) 679-9000
Georgia Emergency Mgmt. Agency	(800) 879-4968
FEMA – Region IV (Atlanta)	(770) 220-5200
Centers for Disease Control and Prevention	(404) 639-2888
Georgia Power Company	(888) 660-5890
Gwinnett County Water Resources	(678) 376-6700
Georgia Natural Gas	(770) 850-6200
National Response Center	(800) 424-8802
Emergency Clean Up Services	(800) 624-5301

HOSPITALS

Gwinnett Medical Center	(678) 442-3600
Joan Glancy Memorial Hospital	(678) 584-6800
Wellstar Cobb Hospital	(770) 732-4000
Decatur Hospital	(404) 501-6700
Emory University Hospital	(404) 712-2000
Dekalb Medical Center	(404) 501-1000
Children's Healthcare at Scottish Rite	(404) 256-5252
Children's Healthcare at Egleston	(404) 325-6000
Crawford Long of Emory	(404) 686-4411
Grady Memorial	(404) 616-4307
Northside Hospital	(404)851-8000
Piedmont Hospital	(866) 605-5111

St. Joseph's Hospital

(404) 851-7001

ADDENDUM

BOARD OF TRUSTEES

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CEO: Ehwa Domestic Relations Clinic

Vice Chair: Young Naomi Didion

Senior Pastor, Harvest Church, Duluth, GA

Secretary: Kyungnam Kim

Senior Pastor, Suyu Dong San Church, Seoul, Korea

Member: Hae Cheong Jeong

Senior Pastor, Open Church, Seoul, Korea

Member: Jae Rye Kim

Pastor, Chariscell Renecell Global Director, Inc, Duluth, GA

ADMINISTRATION

President

David Pak

Ph.D., Leadership & Missiology

D. Min., Doctor of Ministry, Educational Leadership
& Mission

M.Div., Master of Divinity in Biblical Language

Th.M., Master of Theology, New Testament &
Evangelism

Dean of Academic Affairs

Kim Luke

Ph.D. Midwestern Baptist Theological Seminary

Th.M. Trinity Evangelical Divinity School

M.Div. Westminster Theological Seminar, CA.

B.Sci. Long Beach State University

Vice President (Chief Operating Officer)

Ok Lee

Ph.D., Beulah Heights University

M.Div., Reformed University

M.A., Beulah Heights University

Director of Master of Divinity

Cho, Young Pal

D. Min, Reformed Theological Seminary

D. Min (ABD), Westminster Theological Seminary

S.T.M., Biblical Theological Seminary

M. Div., Biblical Theological Seminary

B. Th. Westminster Graduate School of Theology

Director of MBA & Institutional Effectiveness

Owusu, Martin

DBA. Walden University

MS -TROY University (HRM & Health-Care Administration)

Director of Master of Leadership

Cho, Jean

Ph.D. candidate. Regent University, School of Global Leadership & Entrepreneurship, VA

MBA. Stanton University, School of Business Administration

MBA, Azusa Pacific University

MBA, Fuller Theology Seminary

BA, Sookmyung Women's University,

Director of Master of Theological Studies

Director of Master of Intercultural Studies

Director of Bachelor of Arts in Theological Studies & Student Service

Hoffman, Philip

D. Min, The Graduate Theological Foundation and Alamance Regional Medical Center

M.A, Southwestern Baptist Theological Seminary

B.A, Chon Nam National University

Director of Bachelor of Arts in Business Administration

Owusu, Martin

DBA. Walden University

MS -TROY University (HRM & Health-Care Administration)

Chief Financial Officer

Huh, Bom Hue

Computer Science Instructor & Operations Coordinator

Simon Salil

MBA, Beulah Heights University

Post Graduate Information Security, IGNOU

B. Tech IT, Deenbandhu Chhotu Ram University of Science and Technology

Librarian

Christine Wills

Ed. D, University of Southern California

MLIS. Kent State University

B.A. Toccoa Falls College

Director of Admission

Zamira Akobirova

Faculty Ph.D., Indiana University Bloomington

MBA, Southern Illinois University

BSME, Howard University

Director of Financial Aid

Huh, Bom Hue

CPA

International Student Advisor (DSO)

**Director of Human Resource and Business
Manager**

Jered Stills

M.S., Kennesaw State University

B.S. Marketing, Colorado State University

FACULTY

Choi, Gyuheui

Ed.D., Argosy University

Ed.S., University of Alabama

M.S., University of Illinois

B.S., Yonsei University

Samuel Craig

Ph.D., Wayne State University

M. ED, Wayne State University

B.A, Oakland University

Cyrano Dimeni

M.A., Santa Clara University

B.A, Georgian University of Rome

Mendoza, Aloma Mary

Ph.D., York University, Ontario, Canada

M.A. York University, Ontario, Canada

B.A., York University, Ontario, Canada

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Ed.D., Northcentral University

MBA, University of Phoenix

B.A., University of Puerto Rico

In Jib Kim

D.MIN., Liberty Baptist Theological Seminary

M.A, Liberty Baptist Theological Seminary

Hankuk University of Foreign Studies

Andrea Mason

D.B.A, Walden University

MBA, Argosy University

B.A., Georgia State University

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Ph.D., Political Science

MBA, New Bulgarian University

B.A., The St. Kliment Ohridski University of Sofia

Typhany Williams Hanley

D.M., University of Phoenix

M.A., Ashford University

B.A., DeSales University

Elizabeth Sallee

Ph.D., Bethany College & Seminary

MBA, Suffolk University

BSBA, Northeastern Univ

Nikolov, Boris

Ph.D., Johns Hopkins University

M.A., The New School for Social Research

B.A., Sofia University-Bulgaria

Althea Wright

M.S. Brenau University

B.S. University of Phoenix

Karl Ryker

MBA, Lindenwood College

B.S. Finance, University of Missouri

Leah Han

B.S. Business Administration, University of Florida

Master of Professional Accountancy, Georgia State University

Alexcius Branch

DBA – Walden University

Masters - Business Administration

Sheila Gilbert

Liberty University {Education Specialist in Education Administration}

DBA - Walden University

ABD-Florida Bible Institute

MPA - University of Illinois

Eric Parker

Ed.D Argosy University,

MBA, University of Georgia

Emma Reynolds-Middleton

Doctorate- Christian Leadership and Management, Kingdom Covenant Leadership Institute

Ass. Minister, Breakthrough to Destiny Ministries

MA, Business, Webster University

Flavien Shirandi

Ph.D, Organizational Leadership- Regent University

MPM, Master of Project Management- Keller Graduate School of Management

MBA, Accounting and Budgeting- Keller Graduate School of Management

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Salil Simon

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B. Tech IT, Deenbandhu Chhotu Ram University of Science and Technology

Jongwon Lee

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BA- Sociology, Korea University