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Bachelor of Arts in Leadership and Ministry

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Bachelor of Science in Organizational Leadership

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Bachelor of Arts in Leadership and Ministry

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MISSION STATEMENT AND INSTITUTIONAL GOALS

Mission Statement

Horizon University enables students seeking Christ-centered instruction to develop critical thinking skills, a broad knowledge base, and a biblically integrated understanding of their vocation, so that they will successfully inspire servant leadership as they excel in their profession and as they win and disciple others for Christ.

Goals

Our students will be prepared to do the following upon graduation.

- **Succeed** in their chosen profession
- **Engage** minds, whether in their workplace, graduate school, or the global community
- **Win** a person to Jesus Christ
- **Disciple** a person in Jesus Christ and
- **Send** a person for Jesus Christ

HISTORY

**Horizon University** (HU) is an outgrowth of the vision of Dr. Mike MacIntosh, pastor of Horizon Christian Fellowship (HCF), a large, dynamic, non-denominational church in San Diego, California.

HCF started in San Diego in 1974 as a small Bible study in a living room. It has since grown to be a church of several thousand adults attending weekend services. Since 1974, over one hundred churches and para-church organizations have grown out of this congregation worldwide, in fulfillment of the vision to Win, Disciple, and Send.

In November of 1993, classes were officially offered under the name Horizon Bible Institute (HBI). The State of California Bureau for Private Postsecondary and Vocational Education awarded HBI a religious exemption to operate as a non-accredited school. Since 1993, many students have graduated and gone on to fruitful ministries as well as further schooling.

In April of 2000, HBI began a relationship with Azusa Pacific University’s Haggard Graduate School of Theology, wherein our graduates would be accepted into their accredited graduate program. Several students have since taken advantage of this relationship and have obtained their graduate degrees. In 2005 Horizon University began the same relationship with Bethel Seminary in San Diego, and in 2007 with Southern California Bible College and Seminary.

At the beginning of 2004, the name of Horizon Bible Institute was officially changed to Horizon University to better reflect the comprehensive nature of our degree programs and our future plans for growth.

In August 2004, HU added a traditional full-time college program, with classes meeting during the day Monday through Thursday. In January 2005, Horizon University began offering classes online as well.

In August 2006, HU moved to a facility in the Scripps Ranch area of San Diego. This facility incorporated all of our class rooms, library, administration offices, and student lounge in one location.
In August 2010, Horizon University experienced the Lord preparing a new set of wineskins to carry on the faithful work of the original founding team. In very short order, the Lord moved Horizon University to a beautiful 16-acre campus in the heart of San Diego, “America’s Finest City.” Our new campus includes some attractive features:

1. 16-acre ADA approved single-story campus with a recent multi-million dollar remodel
2. 17,000 volume air conditioned library
3. Computer lab
4. Technologically upgraded multi-purpose classroom seating 150
5. 700 plus seat auditorium
6. Full service café
7. 1,000 seat gymnasium
8. Nike athletic field

In 2012 we celebrated several new accomplishments. First, we became accredited by ABHE, a nationally recognized accrediting institution and we changed our name to Horizon University. Additionally, we have two schools: The School of Ministry offering an Associate of Arts in Biblical Studies and a Bachelor of Arts in Biblical Studies and The School of Adult and Professional Studies offering a Bachelor of Arts in Leadership and Ministry and a Bachelor of Science in Organizational Leadership.

STATEMENT OF FAITH

We believe...
There is one living and true God, eternally existing in three persons: the Father, the Son, and Holy Spirit, equal in power and glory; this triune God created all, upholds all, and governs all.

The Scriptures of the Old and New Testaments are the Word of God, without error in the original manuscripts, and the infallible rule for faith and practice.

In God the Father, an infinite personal Spirit, perfect in holiness, wisdom, power, and love; that He concerns Himself mercifully in the affairs of men; that He hears and answers prayers; and that He saves from death all who come to Him through Jesus Christ.

In Jesus Christ, God’s only begotten Son, conceived by the Holy Spirit; we believe in His virgin birth, sinless life, miracles, and teachings, His substitutionary atoning death, bodily resurrection for His people, and His personal, visible return to earth.

In the Holy Spirit, who came from the Father and the Son to convict the world of sin, righteousness and judgment; and to regenerate, sanctify, and empower all who believe in Jesus Christ for ministry. We believe the Holy Spirit indwells every believer in Jesus Christ, and that He is an abiding helper, teacher, and guide. We believe in the present ministry of the Holy Spirit and in the exercise of all the biblical gifts of the Holy Spirit.

All people are sinners by nature and choice and, therefore, are under condemnation. God regenerates by the Holy Spirit those who repent of their sins and confess Jesus Christ as Lord. We believe Jesus Christ baptizes the seeking believer with the Holy Spirit and empowers the believer for service.

In the universal church, the living spiritual body, of which Jesus Christ is head, of which all regenerated persons are members. In the personal, visible return of Jesus Christ to the earth and the establishing of His Kingdom, in the resurrection of the body, the final judgment and blessing of the righteous, and the endless suffering of the wicked. In “The Apostles Creed” as embodying the fundamental facts of the Christian faith.
Horizon University is accredited by the Association for Biblical Higher Education (ABHE), 5850 T.G. Lee Blvd., Suite 130, Orlando, FL 32822-1781; 407-207-0808, www.abhe.org. Horizon University has also been granted the authority by the State of California to operate under a religious exemption status.

Our location at 5331 Mt. Alifan Drive, San Diego, CA 92111 includes some extremely attractive features. We are on a 16-acre ADA approved single story campus with a recent multi-million dollar re-model and teaching equipment sufficient to meet educational needs. Our 17,000 volume, air conditioned library includes computer workstations with Logos Libronix Bible Software and Internet access. Most classes meet in a technologically upgraded multi-purpose classroom seating 150. But we also enjoy a seven hundred plus seat auditorium, a full service café, a thousand seat gymnasium, and a Nike athletic field.

The library at Horizon University exists to provide the best possible research and teaching resources for students, faculty, and staff. The collection currently contains over 17,000 volumes, with a concentration on modern and classic works in theology, biblical studies, and Christian ministry. The library’s catalog can be searched online both from the campus and remotely. Horizon University Library itself provides research assistance from the librarian and a selection of electronic resources. Four computers are open for student use at the library. These all have access to the Internet as well as Microsoft Office, and two of them have Logos Libronix Bible Software installed. Students also enjoy a dedicated study area with wireless Internet access.

Student Records Policy
The Family Educational Rights and Privacy Act of 1974, known as the Buckley Amendment or FERPA, provides that students shall have the right of access to their educational records; and educational institutions shall not release educational records to non-school employees without consent of the student. “Students” as used in this notice includes former students.

Release of Transcript
Transcripts of Horizon University course work are available approximately two weeks after the completion of courses. Requests can be made in writing and should include the following information: location of classes taken, the last semester attended, where the transcript is to be sent, date of graduation (if applicable), Social Security number, and personal signature. The fee is $5 per copy. A Horizon University Transcript Request form is available for student convenience. Transcripts, diplomas, and/or verifications of degrees will not be released until all financial obligations to the University are met.
Right of Access
With a few exceptions provided by law, students at Horizon University may see any of their educational records upon request. In general, access will be granted immediately upon request to the record custodian, but if delay is necessary, access must be granted no later than 45 days after request. Students further have the right, under established procedures, to challenge the factual accuracy of the records and to enter their viewpoints in the records. Students may waive their right of access to recommendations and evaluations in the cases of admissions, application for employment, and nomination for awards. Horizon University may not require students to sign a waiver of their right of access to their records, but students should be aware that recommendations and evaluations may not be very helpful or candid without a signed waiver.

Disclosure of Student Records
With certain exceptions provided by law, Horizon University cannot release information concerning students, other than directory information, from their education records to anyone other than University officials without the written consent of the student. Students and alumni applying for jobs, credit, graduate school, etc., can expedite their applications by providing the University with written permission to release specific records and to which parties the releases should be made.

The student’s written consent is not required for the disclosure of grades, disciplinary action, or other information to parents of students who are dependents for federal income tax purposes. Unless a student has submitted credible evidence of non-dependency, parents requesting information may generally be granted access upon submission to the University of an affidavit or other evidence of federal income dependency.

The University has designated the following categories as directory information, which may, at the University’s discretion, be released to the public without consent of the student: student’s name and maiden name, address, telephone number, date and place of birth, major field of study and courses taken, participation in officially recognized activities and sports, weight and height (of members of athletic teams), dates of attendance, degrees and awards received, all previous educational agencies or institutions attended, current class schedule, employer, church membership, photographs, and parents’ names, addresses, and telephone listings. It is the general policy of the University is not to release directory information regarding its students unless, in the judgment of the appropriate record custodian or other officials with record access, such release either serves a legitimate educational purpose or is not adverse to the interests and privacy of the student. However, the student may request that certain categories of directory information not be released to the public without his/her written consent. Such requests shall be submitted in accordance with the student records policy of the University.

This notice is not intended to fully explain students’ rights under FERPA. The Office of the Registrar maintains copies of the official Horizon University Student Records Policy, which contain detailed information and procedures with regard to these rights. Students may obtain a copy of the written policy upon request to the Office of the Registrar, Horizon University, and PO BOX 17480, SAN DIEGO, CALIFORNIA 92177. Any student alleging failure of the University to comply with FERPA may file a complaint with the Family Education Rights and Privacy Act Office (FERPA), United States Department of Education, 4511 Switzer Building, 330 C St. SW, Washington, DC 20201.

Nondiscriminatory Policy
Horizon University admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.
Academic Counseling
During the admissions process, the student will have at least one academic counseling appointment with the Student Dean. This academic counseling appointment is intended to help the student in the assessment and establishment of educational goals. These goals may include the program of study, the rate at which the student will complete their program, ministry preparation, and ministry placement. The initial academic counseling appointment is also intended to acquaint the student with: the various academic programs, campus facilities and student life, registration policies, add/drop policies, and general information that will prepare him or her for a rewarding experience while attending Horizon University. Additional academic counseling will also be available at any time during a student’s attendance at Horizon University.

Lifestyle and Conduct
Horizon University’s Social / Behavioral Standards statement is intended to give biblically based guidance in the areas of speech, dress, authority, relationships, smoking, drug/alcohol use, sexual immorality, and unlawful conduct. “For he who serves Christ in these things is acceptable to God and approved by men” (Rom. 14:18) The lifestyle and behavior of the faculty and student body must be in a manner conducive to the “law of love” as found in Romans 14:14-23. Students who do not conform to Horizon University’s Social / Behavioral Standards may be suspended, expelled, or denied graduation. Students are given a copy of the Social / Behavioral Standards with the application, and must agree to abide by them while attending Horizon University.

Spiritual Development
As a Christian university with a mission focused on evangelism and a biblically integrated curriculum, the spiritual development of students is a high priority at Horizon University. There are several components that contribute to our students’ spiritual growth.

1. Church attendance – Students are expected to attend church regularly. They may attend the weekly services at Horizon Christian Fellowship, or a Christian church of their choosing. Being connected with the body of Christ through a local church is a key to spiritual growth. In the local church is where Christians participate in the building up of one another in love (Eph. 4:16).
2. Student ministry – Students are required to participate in supervised on-going ministry at their respective churches while attending Horizon University. It is through this service to the body of Christ where students will recognize their spiritual gifts and calling. As Christians serve one another in the power of the Spirit we create an opportunity for the Spirit to bring growth into our lives.
3. Curriculum – There are currently 12 units (four courses) in the B.A. degree program intended to facilitate spiritual development in students - Biblical Living, Spiritual Formation, and Introduction to Spiritual Gifts & Strengths. See Course Descriptions for details about each course.
4. Devotion – many of the Instructors at Horizon University begin their classes with brief student-lead devotions. Students share with their class insights from the Bible and experiences with the Lord. This practice contributes to spiritual growth and mutual edification.

Student Ministry

Philosophy: We believe it is impossible to be equipped for ministry by merely studying in a classroom. Such competencies as learning to understand and relate to people, learning to depend on more than one’s own abilities in ministry, developing a passion for ministry and missions, etc., require that students learn by doing. Perhaps that is part of the reason that Jesus required service of his own disciples. We also believe that it is important for students to find their strengths, weaknesses, talents and gifts by actually ministering. This self-knowledge can help students find their niche in the Kingdom as well as plan how to improve in necessary areas. We also believe that it is important for our students, who have been blessed with an opportunity to study, to meet human needs and to contribute to the Kingdom of God and its expansion.
Description: To graduate or receive a certificate, students must be involved in an on-going ministry within their church or a church related ministry for at least 6 semesters for the Bachelor degree and 4 semesters for the Associates degree. Ministry involvement consists of a minimum of 1 ½ hours per week of service for a minimum of 12 weeks during the semester. Students will complete the Student Ministry Reflection Form discussing what they have learned about their gifts and calling by reviewing their personal insights from the ministry overseer’s evaluation of their service.

Students employed full time in a ministry will still need to register each semester in the Student Ministry program but may waive the reflection report and the ministry overseer form.

Students must complete a Student Ministry Approval form online for the Student Ministries Director at the beginning of the semester in which they wish to earn Student Ministry credit. There is no cost for Student Ministry participation.

Outcomes:

- Commitment to a local church
- Knows own weaknesses and strengths
- Knows how to apply spiritual gifts to the task of ministry
- Understands difficulty of balancing ministry, family, self, and personal relationship responsibilities

Assessment:

- Complete or Incomplete
- To receive a Complete for one semester requires:
  - Student Ministry Approval form (Due at beginning of service)
  - 12 weeks of ministry service
  - Ministry overseer’s evaluation (Submitted at the end of service)
  - Student Ministry Reflection Form (Submitted at the end of service)

Potential ministries in which to serve:

- Usher / Greeter
- Prayer
- Children’s
- Youth
- Cafeteria
- Bookstore
- Home-fellowship host home
- Worship leader
- Bible study or home-fellowship leader or assistant
- Women’s Bible study leader or assistant
- Childcare
- Parking
- Church receptionist
- Employment in a church or para-church ministry
Michael K. MacIntosh, D. Min., D. Div. – Founder

Dr. MacIntosh is Senior Pastor and founder of Horizon Christian Fellowship, established in 1974. He is also President of Horizon International (established in 1980), President of Youth Development International since 1989, Chaplain of the San Diego Police Department, San Diego Sheriff's Office and Newport Beach Police Department; and has recently developed a prototype International Red Cross Crisis Counseling Chaplain’s Department.

- Doctor of Divinity Honoris Causa, from Azusa Pacific University, 2005
- Doctor of Ministry from Fuller Theological Seminary, 1992
- Adjunct Professor Azusa Pacific University, Masters and Doctorate degree programs, 1998 -- Present
- Master of Ministry from Azusa Pacific University School of Theology, 1988
- International CISM Foundation Certifications in:
  - Basic and Advanced Critical Incidents Stress Management, 1997
  - Family CISM, 1998

John Laudadio – President

For nearly 40 years John Laudadio has been an advisor and consultant providing financial and management services to churches, nonprofit organizations, businesses and their owners. John started his first accounting firm in 1974 primarily working with Calvary Chapel of Costa Mesa and assisting the startup of new churches throughout the nation. In 1978, John moved to a large public accounting practice where he was able to broaden his knowledge and experience. John was President and managing partner of this firm in Southern California serving his clientele for over 20 years. After relocating to South Florida, John established a second firm, Laudadio and Associates in 2000. Currently John travels throughout the United States serving on the board of directors for several charitable organizations and businesses while residing in multiple locations coast to coast. John’s personal skills and mindset became a motto of “Identify Problems, Develop Solutions, and Implement Change” which created his personal vision and mission statement to “Develop leaders in their circle of influence to have a positive impact on the world”.

Each organization and organizational leader has a platform to reach employees, vendors, customers, and key stakeholders; pointing them to Jesus Christ. John’s desire is to enable Horizon University to accomplish its mission to successfully inspire servant leadership whereby students can excel in their profession as they win and disciple others for Christ.

- Bachelor of Science in Business Administration, 1981
- Certified Public Accountant, California, 1982
- Certified Public Accountant, Florida, 2000
Wayne Kinde – Professor, Academic Dean

Wayne was saved on November 4, 1974 and has had a life-long passion to teach God’s Word. Wayne has been teaching at Horizon University since September 2006, emphasizing in Old Testament and New Testament exegesis and Biblical languages courses. He has also been serving on the pastoral staff at Horizon Christian Fellowship. Before coming to Horizon College, Mr. Kinde served for eight years as the Sr. Vice President and Publisher at Thomas Nelson publishers in Nashville, Tennessee, overseeing the Biblical Reference, Academic & Professional, and Church Curriculum divisions. Wayne’s personal core values are to help people understand God’s Word and to show others how the Word transforms one’s life. When Mr. Kinde is not traveling and teaching Bible seminars, he loves to spend time with his beautiful wife and five children.

- Master of Theological Studies, Grand Rapids Theological Seminary, Grand Rapids, Michigan, 1994
- Master of Arts in Pastoral Studies, Northwestern College, St. Paul, Minnesota, 1991
- Master of Arts in Bible, Northwestern College, St. Paul, Minnesota, 1991

Wendy Berryhill – Administrative Dean

Wendy began serving in Christian education in 1996. Previously, she taught American Literature and World Literature at Horizon Christian Academy and served as the Dean of Women at Calvary Chapel High School in Costa Mesa. At Calvary Christian Academy she served as the Director of Curriculum and Instruction and Special Events Coordinator. She is a Blackboard Certified Instructor and has enjoyed serving at Horizon University. She currently serves as the Director of Administration at Horizon University and looks forward to every opportunity to serve the students here.

- Masters in Education, Hope International University
- Bachelor of Arts in Literature, Point Loma Nazarene University

Jen Eldridge – Student Dean

Jen started following the Lord at a very young age and has attended Horizon since 1998. She possesses the following educational credentials: CA Teaching Credential with CLAD, CA Preliminary Administrative Services Credential and ACSI Administrative Certification All Levels Principal. She served at Horizon Elementary school for six years as a 5th grade teacher, 6th grade teacher and Assistant Vice Principal. She also served as the Vice Principal at Horizon Senior High for two years the Director of Curriculum and Instruction and Accreditation since 2008 at Horizon Christian Academy and is delighted that the Lord is using her in the same capacity at Horizon University. She is currently serving as the Student Dean for Horizon University.

- Master of Arts in Education with an emphasis in Leadership, Point Loma Nazarene University
- Bachelor of Arts in Business, Point Loma Nazarene University
- Bachelor of Arts in Communication, Point Loma Nazarene University
Core Faculty

Richard Cates, D. Min.
Richard has served at Horizon in a number of areas which include Home Fellowship, Counseling in Pastoral Care and teacher at the Horizon Bible Institute.
  o Master of Divinity, Azusa Pacific University, 1999

Steve de Vos, M.Div.
Steve has been teaching at Horizon University since 2009, with an emphasis in teaching systematic theology. He loves helping students understand the deep, timeless truths of the Christian faith and how those truths impact their everyday lives. Steve currently serves as a lay pastor at Clairemont Emmanuel Baptist Church, assisting the senior pastor in a wide range of pastoral care duties. Prior to coming to Horizon University, he served as a college pastor at North Shore Community Baptist Church in Beverly, MA.
  o Master of Divinity, Gordon-Conwell Theological Seminary, 2008
  o Bachelor of Arts, Human Development, University of California San Diego, 2001

Esther Liu, D. Min.
Dr. Liu was born and raised in Taiwan and came to US to pursue her graduate study in Nutrition in 1982. Responded to God's call to full time ministry, she studied and graduated from Fuller Theological Seminary with a Master of Divinity degree (major in Christian Formation and Discipleship) in 1991 and has been a pastor, educator, writer and pastoral counselor ever since. She earned her Doctor of Ministry degree in 2007 from Fuller, focusing on Spiritual Formation and Discipleship. Her teaching, writing and research have concentrated in the area of Practical Theology (Discipleship, Spiritual Formation, Women Issues, and Transformative Teaching). Esther has been teaching at Horizon University since 1999. She also teaches Practical Theology at Logos Training Institute (Logos Seminary) in LA, CA. Esther has been a pastor and minister of Christian Formation for the past 15+ years.
  o Doctor of Ministry (Spiritual Formation), Fuller Theological Seminary, 2007
  o Master of Divinity (Christian Formation and Discipleship), Fuller Theological Seminary, 1991
  o Master of Science in Nutrition, Texas Tech University, 1984
  o Bachelor of Science in Nutrition, 1981

Joe Miller, D. Min.
Dr. J.R. Miller is a former pastor and now professor in California with his wife and three sons. He is an author and avid blogger. Joe has been with Horizon University for one year. He is an ordained Pastor by Southern Baptist Convention. He serves as a visiting Instructor to several universities.
  o Doctor of Ministry, BIOLA University, 2011
  o Ordained in the Christian and Missionary Alliance, 1998
  o Master of Divinity, Oral Roberts University, 1997
  o Bachelor of Architectural Engineering, Pennsylvania State University, 1993

Mark Miller, D. Min., cand.
Here’s my life in a nutshell: Born and raised on east coast—Florida and South Carolina. Didn’t serve the Lord—was one of those liars, cheaters, thieves….Got radically saved at the age of 27 and went to college then seminary in Tennessee and has worked in churches in South Carolina, Virginia, and California. My wife of 13 years, Mary works part-time from home as a graphic designer. Together we have two terrific kids—Ian, age 9, and Julianna, age 5. We consider ourselves blessed to serve Narratives. Mark serves as a pastor and teacher in San Diego. He brings a multitude of experience to the classroom which includes: counselor to high risk adolescents and their families, Youth and Family Life Minister and Lead Pastor.
  o Doctor of Ministry in Organizational Leadership, Bethel Seminary, candidate
  o Master of Divinity, Church of God Theological Seminary, 2000
  o Bachelor of Arts in Bible and English, 1996
Adjunct Faculty
Chuck Allers, Ph. D.
Dr. Allers has been a member of the pastoral team at Horizon since 1991; a time which includes teaching at Horizon University's earlier inception - known then as the Horizon Bible Institute. Dr. Allers has earned Masters (Divinity) and Doctoral Degrees (Spiritual Formation) from Azusa Pacific University, as well as a Ph.D. (Islamic Studies) from the University of Wales Trinity Saint David. Dr. Allers has resided in San Diego since 1987, and has been married to his wife, Greta, since 1994.
- Ph.D., Islamic Studies, University of Wales Trinity Saint David, 2012
- Doctorate of Ministry, Azusa Pacific University, 1999
- Masters of Divinity, Azusa Pacific University, 1994
- Bachelor of Arts., University of Oklahoma, 1983
- Red Cross Chaplin
- Critical Incident Stress Management Certification, 1999

Stephen D. Bennett, M.A.
- Stephen Bennett grew up in a Christian family and attended Christian schools. When his faith was challenged at a secular university, he felt compelled to investigate whether or not the New Testament testimony is historically reliable. The result was a reaffirmation of his Christian convictions and a re-commitment to Jesus as Lord. His passion has since been to articulate how Christian truth makes sense and to provide believers with rational grounding for their convictions.
  - Certificate in Oracle Database Administration
  - Master of Arts in Christian Apologetics, Biola University, 2000
  - Secondary Teaching Credential in Social Science and Mathematics, San Diego State University, 1976
  - Bachelor of Arts in Social Sciences, San Diego State University, 1974
  - Westmont College

Stuart Boyer, M.A.
Stuart serves as the pastor of Polson Alliance Church in Polson MT. He and his wife Rosie have lived in the area for over three years. It is his great desire and honor to help students grow in their relationship with Jesus through the study of the Word of God and practical application.
  - Master of Divinity-Ministry
  - Master of Arts in Religion/Ethics, Azusa Pacific University, 2007
  - Bachelor in Biblical Studies, Horizon University of San Diego, 2004
  - Critical Incident Stress Management Certified
  - Peacemaking
  - Police and Fire Chaplain Training
  - Suicide Intervention/Prevention

Chuck Morris, Ph.D.
Dr. Morris is the Pastor of Education and Discipleship at Chilhowee Hills Baptist Church in Knoxville, TN, a position that he has held since 2000. He is a native of San Diego, and has a passion for Biblical training in the Southern California area. He is an Adjunct Professor at Tennessee Temple University in Chattanooga, TN, where he teaches doctoral and Master's level courses in Leadership. He is a current member of the Evangelical Theological Society.
  - Ph.D in Leadership, Tennessee Temple University, 2011
  - Master of Arts, Biblical Studies, Southern California Seminary, 2008
  - Masters in Religious Studies, Harvest Institute for Biblical Studies
  - Bachelors in Biblical Studies, Harvest Institute for Biblical Studies
Gino Pasquariello, Ed. D.
Gino has been teaching at Horizon University since 2005.
  - Doctorate of Education, Azusa Pacific University, 2009
  - Master of Arts and Theological Studies, Bethel University, 2002
  - Spiritual Formation and Development Certificate

Brian Petersen, M.A.T.
Brian has been teaching at Horizon University for two years. He has over four years experience as a College Learning Assessment Specialist.
  - Master of Theological Studies, Golden Gate Baptist Theological Seminary

GOVERNANCE
Board of Trustees
Mike MacIntosh – Founder, Chairman of the Board
Christopher Williams - Vice Chair
John Laudadio - President
Renea DeBever – Secretary
Bernadette Pablo – Treasurer
Luman Wing, Ph.D. – Trustee
Allen Baugh, M. Div. – Trustee
Chad Stewart – Trustee
Karen Williams – Trustee
Duane Horning – Trustee
Ed Walker - Trustee
Degrees Offered:
Bachelor of Arts in Biblical Studies
Associate of Arts in Biblical Studies
Day Courses
Horizon University day classes are 12 week semesters, each class meets one day a week from 9:00AM to 12:30PM or 1:00PM to 4:30PM, classes are held Monday through Friday. Semester course offerings are posted on the website and sent to current students approximately one month prior to the beginning of each semester.

Evening Courses
Students may take classes in the evening for a bachelor’s degree, college credit, or simply for personal enrichment purposes. Evening classes are designed with the working adult in mind. Classes meet for 12 weeks one evening per week from 6:00PM-9:30PM.

Online Courses
The online program uses 12 week sessions offered each year. Online classes do not meet on a specific day of the week; instead, assignments are due on a weekly basis. Visit the HU website, horizonuniversity.edu to consult the online FAQ section for system requirements and more information.

Fall, Winter, Spring Semesters – 12 weeks

Fall 2013
September 3rd – November 22nd
8/24 – Registration deadline
9/3 – First day of classes
9/16 – Last day to add classes
11/22 – Semester ends

Spring 2014
April 7th – June 27th
4/5 – Registration deadline
4/7 – First day of classes
4/19 – Last day to add classes
6/27 – Semester ends

Summer – 6 weeks

Winter 2014
January 6th – March 28th
1/4 – Registration deadline
1/6 – First day of classes
1/18 – Last day to add classes
3/28 – Semester ends

Summer 2014
July 7th – August 15th
7/5 – Registration deadline
7/7 – First day of classes
7/14 – Last day to add classes
8/15 – Semester ends

EVENTS, HOLIDAYS AND OBSERVANCES – ’13–’14

Date | Events, Holidays and Observances | Day of Week
--- | --- | ---
July 4, 2013 | Independence Day | Wednesday; Horizon University Offices Closed
August 20, 2013 | New Student Orientation | see website for more details
September 2, 2013 | Labor Day | Monday; No Class, Horizon University Offices Closed
November 28, 2013 | Thanksgiving Break | Thursday and Friday; No Class
November 29, 2013 | | Horizon University Offices Closed
November 27, 2013 – January 6, 2014 | Winter Break | Horizon University Offices Closed
December 24, 2013 | Christmas Break | Monday; No Class, Horizon University Offices Open
January 2, 2014 | | Horizon University Offices Closed
May 26, 2014 | Memorial Day | Monday; No Class, Horizon University Offices Open
Horizon University is committed to equipping Christians for fruitful ministry. This demands a strong biblical curriculum, which in turn, requires a strong commitment to the Lord on the part of the student. Students will be asked to provide a writing sample that describes their initial conversion to Christ or their current involvement within the body of Christ.

Academically, Horizon University students must be able to read and write adequately in the English language. Horizon University students enrolling in the full-time program should have completed minimum secondary school requirements with at least a 2.0 GPA to enter the degree program. A GED may also be accepted as meeting the minimum requirements. A student without the above minimum requirements may appeal to the Admissions Committee, and based upon personal recommendations, commitment, tests, and life experience, may be considered for conditional admission. Once students admitted on a conditional basis complete 6 units toward their designated program with a grade of C or better, they will be considered fully enrolled.

Admission Procedures

1. Submit completed application through My Horizon Portal including the following components.
   - Non-refundable application fee of $100
   - Writing sample in the form of an essay, addressing one of the following topics: your Christian experience, or your understanding of personal spirituality. Include some of your educational goals in the essay. The sample must be a minimum of 300 words, typed, and double-spaced.
   - Two personal references: one from church leadership, and the other from a teacher or employer.
   - Proof of high school graduation, or GED equivalent
   - Transcripts and academic records from prior colleges listed on the application. Transcripts must be sent to Horizon University Admissions.
   - Agree to the “Horizon University Social and Behavioral Standards” sheet
2. Schedule an academic counseling appointment through the admissions office.
3. Apply for Financial Aid if desired
4. Register for classes
5. Attend new student orientation (full-time students)

* Class size is limited. Students will be admitted based on their eligibility and on a first-come, first-serve basis. Full-time students will be notified of their acceptance shortly after all of the above requirements have been met.

Students may obtain additional forms from Horizon University by writing or calling:

Horizon University
5331 Mt. Alifan Drive
San Diego, CA 92111

Phone: 858-695-8587
Fax: 858-695-9527
E-mail: www.horizonuniversity.edu

Students may also download any of our forms from www.horizonuniversity.edu
Once a student has gone through the admissions process and is accepted to Horizon University, the student will still need to register for classes each semester prior to the registration deadline. First-time students may register for classes while they are completing the enrollment process.

Registration Steps
1. Decide which classes you are going to take for the semester. For academic counseling or degree track information see your academic counselor.
2. Complete registration online through Populi.
3. Pay $50.00 registration fee and tuition in full.

Non-credit Students (Audit)
Non-credit students do not need to submit an application or an application fee. They do need to complete a registration form and submit it to the Registrar with the appropriate non-credit tuition prior to the registration deadline each semester. A student taking classes in a non-credit status will not receive credit for taking the class. A grade will not be issued, nor will a transcript be provided.

Active Status
Students are considered active if they are successfully completing classes for credit without missing more than one term consecutively.

Inactive Status
Any student who does not successfully complete at least one class for credit for one academic year, will be considered inactive. Inactive students will be subject to any program or policy changes, when they resume taking classes. Students who have been inactive for less than one year may return to active status once they enroll and successfully complete at least one class for credit. Students who remain inactive for one year or more must repeat the admissions process including a new application fee to return to active status.

Full-Time Status
Students taking 12 or more units in one semester are considered full-time, and are given priority for enrollment. Full-time students are to follow the admissions and registration procedures as listed in this catalog to register for classes.

Part-Time Status
Part-time students are those students taking less than 12 units. Part-time students are to follow the admissions and registration procedures as listed in this catalog to register for classes.

Transfer of Credit
If a college is accredited by an agency approved by either the U.S. Dept. of Education (USDE) or the Council for Higher Education Accreditation (CHEA), courses that fit Horizon University’s curricula are transferable for full credit.

If a college is not accredited through an accrediting agency that is approved by USDE or CHEA, no credits will be accepted.

If a college is not accredited, but is state-approved, transfer of credits are subject to the approval of the Academic Dean.

Prior learning and or life experience units for transfer credit, are subject to the approval of the Academic Dean.
FINANCIAL INFORMATION

Tuition
Non-credit status: $40 per unit (3 unit class = $120)
Credit status: $250 per unit (3 unit class = $750)

Fees
Application fee: $100 – A non-refundable application fee is to accompany the application when seeking enrollment into a degree or certificate program.

Registration Fee: $50 - A non-refundable registration fee per semester is due at the time of registration.

Tuition Installment Plan:
A student may wish to extend paying tuition over a period of time. The following are guidelines for extending tuition payments over time. Students using Financial Aid or the GI Bill are not eligible for the institutional installment plan.
- Online students must pay at least one third of tuition plus fees at registration. Evening and Day students must pay at least 25% plus fees at registration.
- A payment schedule will be arranged with the admissions office. These arrangements must be completed by the end of the late registration period.
- The tuition for the previous term must be current before the student is eligible to register for another term of classes.
- Grades and transcripts will be withheld until all tuition is paid.

Transcript fee: $5 – Students may request copies of their Horizon University course transcript be mailed to them or to other institutions. A Transcript Request Form is available from the website or the Horizon University office. Transcripts will be mailed within two weeks upon receipt of request. A $10 fee will be charged for rush requests to be processed within 48 hours of receipt.

Commencement fee: $150 – Covers cap and gown, diploma with folio, and reception.

REFUNDS

Program: Day/Evening/Online - 12 week semesters
Refund Policy:
Week 1-2: 100% Refund
Week 3-5: 50% Refund
Week 6-12: 0% Refund

Please Note:
“The first day of the week” is the first day of the semester, not the first day your class meets.
“The last day of the week” is Friday regardless of which day of the week your class meets.

Official drop/withdrawal forms are available from the admissions office or from the website.

(Tuition and fees are subject to change without notice.)
Definition of a Credit Hour
The College follows the Federal credit hour definition:
An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximate 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 or trimester 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 paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.
Regardless of the delivery modality, courses will be consistent in terms of purpose, scope, quality, assessment, and equivalent learning outcomes, according to the definition above as determined by the curriculum review process.

Students enrolled in classes delivered by an alternative means shall not be denied access to advisement, grievances, or other key academic rights and services, nor shall they be excused from the academic responsibilities expected by all students.

Credit Escrow Policy
Credits earned from unaccredited colleges, universities, institutes and other higher education institutions are conditionally accepted for admission. Students are required to maintain a 2.00 GPA during the first semester at the College. These conditional credits are then formally accepted if the criteria are deemed to be met by the College Registrar. Conditional acceptance of credits is not guaranteed but is determined by the Registrar after a careful review of the transcripts and other documents such as catalogs and syllabi from the unaccredited institution. We consider an institution unaccredited if an accrediting body recognized by CHEA or its successor agency does not recognize it.

Credit by Examination
Horizon University will accept the results of testing by CLEP (College Level Examination Program), DTTS, the military equivalent, or a departmental examination accepted by the College. There may be charges in addition to the costs involved with taking the examination.

Credit for Prior Learning
Credit for Prior Learning (CPL) allows a student the opportunity to prepare a portfolio describing specific work activities and life experiences and then to document the learning that resulted from these experiences. Material for this portfolio can come from a number of different sources, including workshops, seminars, self-study, non-credit classes training courses, and work experiences. Please note that it is the learning (and not merely experience) from these sources that are evaluated. Appropriate faculty members will evaluate the written portfolio and determine what credit might be warranted. In the admissions process the APS Degree Completion Program staff will provide you with an estimate of the number of CPL credits you might expect to receive through this program. Students will be assessed fees when they submit their portfolio. A schedule of fees for CPL evaluation is available in the APS Degree Completion Program Office.

Attendance Requirements
Students who miss three or more classes will automatically be dropped from the course unless prior arrangements have been made with the instructor. Students who miss class are still responsible for assignments and any exams that occurred during their absence.

Satisfactory Academic Progress
A GPA minimum of 2.0 is required to continue progress toward graduation. If a student should fall below a 2.0 GPA he or she will be placed on academic probation and will be contacted by the Dean of Students to arrange
regular meetings. Should the student not meet the minimum cumulative GPA at the end of two consecutive semesters of academic probation, the student will be academically disqualified. Students may appeal their academic disqualification by writing to the dean of academics who will review the appeal with the appropriate faculty committee. When a student brings his or her current and cumulative GPA to the program minimum required GPA or higher, the probationary status is removed.

Drop
Students may drop courses up to and including the 5th week of that term. To drop a course, a student must submit a Drop/Withdrawal Form (available from the Horizon University office or website) to the Registrar Office. A student will not be considered officially dropped until the drop form has been submitted to the Registrar’s Office.

Withdrawal
Students may withdraw from a class after the fifth (5th) week and up through the ninth (9th) week of classes. To withdraw from a class, a student must submit the Drop/Withdrawal Form to the Horizon University office. A “W” will appear on the student’s transcript. A student will not be considered officially withdrawn until the withdrawal form has been submitted to the Registrar’s Office.

Incomplete
If the student finds he or she will be unable to complete the course within the allotted time period, he or she may request an Incomplete from the instructor. To request an Incomplete the student must obtain an Incomplete Form either from the website or the Horizon University office. He or she is to complete this form and submit it to the instructor for approval by the last class session. Students are ineligible to request an Incomplete for a class after the last class session. The instructor will then file the Incomplete Form with the Administrations office. The student has a maximum of 4-weeks from the last class to complete all course work. If the course work is not completed within the allotted time period the student will receive the grade earned as a result of not completing the course work.

Class Size
Each course must have a minimum of 6 students enrolled; otherwise the course may be cancelled.

Grading Policy
Horizon University uses the 4-point grading system, subject to the instructor’s requirements, homework, tests, class participation, attendance and any make-up work to be established by the instructors. These requirements will be clearly articulated in each course syllabus.

A = 4.00, A- = 3.80, B+ = 3.50, B = 3.00, B- = 2.80, C+ = 2.50, C = 2.00, C- = 1.80, D+ = 1.50, D = 1.00, D- .80, F = 0

A Grade of “C” or better must be earned in each course in order for the course to be credited toward a degree or certificate. Courses may be repeated until a grade of “C” or better is attained.

Grades
Student grades will be posted online through the Populi portal approximately two weeks after the end of the session.

Grade Appeal Policy
If a student disagrees with the final grade submitted by the instructor, the following are circumstances in which he or she may appeal:

- An error in calculating the grade
- Failure of instructor to notify students clearly and promptly of the criteria for grade determination
- Assignment of a grade based on reasons other than the announced criteria and standards
- Assignment of a grade based on factors other than student achievement, i.e. prejudice or discrimination
- Inconsistently or inequitably applied standards for evaluation of student academic performance
Grade Appeal Procedure
1. The student must appeal to and meet with the instructor within 4 weeks of the final grade posting.
2. If the student is not satisfied with the outcome of the student/instructor meeting he or she may appeal to the Student Dean in writing within 1 week of the student/instructor meeting.
3. If the student is still not satisfied with the outcome the student may appeal to the Academic Dean in writing within 1 week of the student/Student Dean meeting. The Academic Dean will consider both the student’s appeal and the Student Dean’s recommendation, and then make a final decision to either change the grade or leave the grade as posted.

Course Work
Any papers or tests that are not returned to the student prior to the end of the semester will be available for pick-up by the student at the Horizon University office. Course work will be kept and archived for one year before being discarded.

Graduation Requirements
To graduate from Horizon University students must have:
- Successfully completed at least 50% of their units through Horizon University
- Successfully completed all required courses and total required units for the respective degree
- Successfully completed all Student Ministry requirements
- Completely paid tuition and fees
- Upheld a lifestyle consistent with Horizon University Social / Behavioral Standards
Bachelor of Arts in Biblical Studies (126 UNITS)

The Bachelor degree consists of 36 units in Bible and Theology, 27 units in Ministry Studies, 42 units in General Studies, and 21 units of Electives. General Studies is a component of the BBTS degree intended to give the Horizon University student practical knowledge and understanding in the Humanities and Sciences. It is extremely important for the college graduate to develop a Christian worldview in these areas of academics. General Studies will equip students for Christian leadership both in the church and in the secular world.

**Bible and Theology**

<table>
<thead>
<tr>
<th>Lower Division</th>
<th>=</th>
<th>21 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL100</td>
<td>3 units</td>
<td>Biblical Living</td>
</tr>
<tr>
<td>TH140</td>
<td>3 units</td>
<td>Theology I</td>
</tr>
<tr>
<td>TH240</td>
<td>3 units</td>
<td>Theology II</td>
</tr>
<tr>
<td>BL190</td>
<td>3 units</td>
<td>Old Testament Survey</td>
</tr>
<tr>
<td>BL150</td>
<td>3 units</td>
<td>New Testament Survey</td>
</tr>
<tr>
<td>BL110</td>
<td>3 units</td>
<td>Bible Elective</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Upper Division</th>
<th>=</th>
<th>15 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL353</td>
<td>3 units</td>
<td>Genesis</td>
</tr>
<tr>
<td>BL348</td>
<td>3 units</td>
<td>Romans</td>
</tr>
<tr>
<td>TH340</td>
<td>3 units</td>
<td>Theology III</td>
</tr>
<tr>
<td>BL Category</td>
<td>3 units</td>
<td>Bible Elective</td>
</tr>
<tr>
<td>BL Category</td>
<td>3 units</td>
<td>Bible Elective</td>
</tr>
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</table>

**Ministry**

<table>
<thead>
<tr>
<th>Lower Division</th>
<th>=</th>
<th>15 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MN125</td>
<td>3 units</td>
<td>Introduction to Evangelism</td>
</tr>
<tr>
<td>MN103</td>
<td>3 units</td>
<td>Introduction to Spiritual Gifts &amp; Strengths</td>
</tr>
<tr>
<td>MN121</td>
<td>3 units</td>
<td>Strategies for International Ministry &amp; Missions</td>
</tr>
<tr>
<td>MN120</td>
<td>3 Units</td>
<td>Intro to Discipleship</td>
</tr>
<tr>
<td>MN Category</td>
<td>3 units</td>
<td>Ministry Elective</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Upper Division</th>
<th>=</th>
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</tr>
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<tbody>
<tr>
<td>MN Category</td>
<td>3 units</td>
<td>Ministry Elective</td>
</tr>
<tr>
<td>MN440</td>
<td>3 units</td>
<td>Homiletics (Preaching &amp; Teaching)</td>
</tr>
<tr>
<td>MN465</td>
<td>3 units</td>
<td>Intro to Leadership and Admin.</td>
</tr>
<tr>
<td>MN450</td>
<td>3 Units</td>
<td>Christianity and the Marketplace</td>
</tr>
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</table>

**General Studies**

<table>
<thead>
<tr>
<th>Lower Division</th>
<th>=</th>
<th>24 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GS115</td>
<td>3 units</td>
<td>Introduction to Writing &amp; Research</td>
</tr>
<tr>
<td>GS215</td>
<td>3 units</td>
<td>Intro to Biblical Languages</td>
</tr>
<tr>
<td>GS243</td>
<td>3 units</td>
<td>Critical Thinking</td>
</tr>
<tr>
<td>GS120</td>
<td>3 units</td>
<td>Introduction to Christian Ethics</td>
</tr>
<tr>
<td>GS</td>
<td>3 units</td>
<td>Humanities Elective</td>
</tr>
<tr>
<td>GS245</td>
<td>3 units</td>
<td>World Religions</td>
</tr>
<tr>
<td>GS280</td>
<td>3 units</td>
<td>Introduction to Philosophy</td>
</tr>
<tr>
<td>GS Category</td>
<td>3 units</td>
<td>Social Science Elective (Psychology, Sociology, Cultural Anthropology)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Upper Division</th>
<th>=</th>
<th>18 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GS331</td>
<td>3 units</td>
<td>Church History I</td>
</tr>
<tr>
<td>GS333</td>
<td>3 units</td>
<td>Church History II</td>
</tr>
<tr>
<td>GS430</td>
<td>3 units</td>
<td>Spiritual Formation</td>
</tr>
<tr>
<td>GS360</td>
<td>3 units</td>
<td>Apologetics</td>
</tr>
<tr>
<td>GS440</td>
<td>3 units</td>
<td>Senior Integration Course</td>
</tr>
<tr>
<td>GS Category</td>
<td>3 units</td>
<td>Science/Math Elective</td>
</tr>
</tbody>
</table>

Electives 21 Units - An Elective is any course that is offered that is not included in the above list of required courses.

Course offerings are made available through (Populi) My Horizon Portal.
Bachelor of Arts in Biblical Studies – GOALS

Goal Statements
It is the goal of Horizon University that students effectively:

Succeed in their profession
   Students will:
   1. attain insight into the gifts, talents, and individual calling for which Christ laid hold of them
   2. be passionate servant leaders who make a difference serving as leaders in the church and marketplace
   3. effectively contextualize and share the gospel in the workplace

Engage minds, whether in their workplace, graduate school, or the global community
   Students will:
   1. apply a biblical worldview to academics
   2. exhibit sound academic skills and professional effectiveness
   3. be passionate to bring God’s love for people of every culture into every facet of daily life

Win a person to Jesus Christ
   Students will:
   1. develop a heart for reaching out to the lost
   2. seize opportunities to share the gospel
   3. humbly articulate a reasoned defense of the faith

Disciple a person in Jesus Christ
   Students will:
   1. be discipled that they may effectively disciple others
   2. model the character of Jesus at home, at work, and in the marketplace
   3. acquire the skills needed to make disciples who can make more disciples

Send out a person for Jesus Christ
   Students will:
   1. serve Jesus Christ in the church
   2. commit to a lifetime of participation in building up the church and providing a witness to the world
   3. demonstrate a lifestyle of winning, discipling, and sending others
### Academic Sequence for the Bachelor Degree

The following is a typical sequence for a new student in the full-time day program.

#### Freshman Year

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Winter Semester</th>
<th>Spring Semester</th>
<th>Summer Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL100-Biblical Living</td>
<td>BL110-NT Survey</td>
<td>BL353-Genesis</td>
<td>GS331-Church History 1</td>
</tr>
<tr>
<td>BL190-Biblical Interpretation</td>
<td>TH140-Theology 1</td>
<td>BL110-OT Survey</td>
<td></td>
</tr>
<tr>
<td>GS145-Intro Res. &amp; Writing</td>
<td>MN125-Intro to Evangelism</td>
<td>TH240-Theology 2</td>
<td></td>
</tr>
</tbody>
</table>

#### Sophomore Year

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Winter Semester</th>
<th>Spring Semester</th>
<th>Summer Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>TH340-Theology 3</td>
<td>GS120-Intro to Ethics</td>
<td>MN-Ministry Elective</td>
<td>GS-Math Science Elective</td>
</tr>
<tr>
<td>MN120-Intro to Discipleship</td>
<td>BL/MN-Bible or Ministry Elec.</td>
<td>BL-Bible Elective</td>
<td></td>
</tr>
<tr>
<td>GS333-Church History 2</td>
<td>GS245-World Religions</td>
<td>BS215-Intro Biblical Languages</td>
<td></td>
</tr>
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</table>

#### Junior Year

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Winter Semester</th>
<th>Spring Semester</th>
<th>Summer Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL348-Romans</td>
<td>GS360-Apologetics</td>
<td>GS280-Intro to Philosophy</td>
<td>GS-Social Science Elec.</td>
</tr>
<tr>
<td>GS430-Spiritual Formation</td>
<td>MN-Ministry Elective</td>
<td>BL-Bible Elective</td>
<td></td>
</tr>
<tr>
<td>MN121-Intl Missions</td>
<td>BL-Bible Elective</td>
<td>MN-Ministry Elective</td>
<td></td>
</tr>
</tbody>
</table>

#### Senior Year

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Winter Semester</th>
<th>Spring Semester</th>
<th>Summer Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL/MN-Bible or Ministry Elec.</td>
<td>GS243-Critical Thinking</td>
<td>MN465-Intro Leadership/Admin</td>
<td>GS-Sr. Integration</td>
</tr>
<tr>
<td>MN440 Preaching &amp; Teaching</td>
<td>BL/MN-Bible or Ministry Elec.</td>
<td>MN- Elective</td>
<td></td>
</tr>
<tr>
<td>BL-Pastoral Epistles</td>
<td>GS-Social Science Elective</td>
<td>BL/MN-Bible or Ministry Elec.</td>
<td></td>
</tr>
</tbody>
</table>

**Student Ministry** = 6 semesters of credit outlined on the website

<table>
<thead>
<tr>
<th>Total Units</th>
<th>Add. Elective Units</th>
<th>Total for Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>120</td>
<td>6</td>
<td>126</td>
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</tbody>
</table>
ASSOCIATE OF ARTS IN BIBLICAL STUDIES (60 UNITS)

The Associate of Arts in Biblical Studies at Horizon University is intended for the student who is looking for a college degree but does not want the long-term commitment of a four-year program. The AA degree is designed to give the student a good foundation of Bible and Theology along with some general studies courses. The AA degree will provide students with the critical thinking and problem solving skills necessary for productive service in the community and the church. Later, if the student wishes, he or she may transfer the entire AA degree into the bachelor’s degree at Horizon University. The AA degree consists of 27 units of Bible and Theology, 27 units of General Studies, and six units of Ministry Studies.

<table>
<thead>
<tr>
<th>Bible and Theology</th>
<th>27 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL100</td>
<td>3 units</td>
</tr>
<tr>
<td>BL110</td>
<td>3 units</td>
</tr>
<tr>
<td>TH140</td>
<td>3 units</td>
</tr>
<tr>
<td>BL150</td>
<td>3 units</td>
</tr>
<tr>
<td>BL190</td>
<td>3 units</td>
</tr>
<tr>
<td>BL353</td>
<td>3 units</td>
</tr>
<tr>
<td>BL Category</td>
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</tr>
<tr>
<td>BL Category</td>
<td>3 units</td>
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<tr>
<td>BL Category</td>
<td>3 units</td>
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</table>

<table>
<thead>
<tr>
<th>General Education</th>
<th>27 Units</th>
</tr>
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<tbody>
<tr>
<td>GS120</td>
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<tr>
<td>GS145</td>
<td>3 units</td>
</tr>
<tr>
<td>GS215</td>
<td>3 units</td>
</tr>
<tr>
<td>MN440</td>
<td>3 units</td>
</tr>
<tr>
<td>GS243</td>
<td>3 units</td>
</tr>
<tr>
<td>GS245</td>
<td>3 units</td>
</tr>
<tr>
<td>GS280</td>
<td>3 units</td>
</tr>
<tr>
<td>GS331</td>
<td>3 units</td>
</tr>
<tr>
<td>GS333</td>
<td>3 units</td>
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</table>

<table>
<thead>
<tr>
<th>Ministry</th>
<th>6 Units</th>
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</thead>
<tbody>
<tr>
<td>MN110</td>
<td>3 units</td>
</tr>
<tr>
<td>MN125</td>
<td>3 units</td>
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</tbody>
</table>

Student Ministry = 4 semesters of credit outlined on the website
SCHOOL OF MINISTRY COURSE DESCRIPTIONS

Course Numbers:
The courses are separated into four categories, each category distinguished by a two-letter prefix, as follows: BL (Bible), TH (Theology), MN (Ministry), and GS (General Studies). The courses are then separated into lower and upper division as indicated by the number; lower division is 100 and 200, and upper division is 300 and 400, the program in which the course is being offered is indicated by the suffix letter; evening (P), day (D), online (L) and (E) extension.

BL - BIBLE

BL100 – Biblical Living – 3 units
This course is a practical discipleship course applying biblical principles for self-examination, change, godly living, and understanding "self" with a strong emphasis on the authority of Scripture. After laying this foundation, the course goes on to apply these concepts to dealing with life’s difficulties such as anger, interpersonal problems, marital challenges, fear, depression, and others.

BL110 - Intro to History & Literature of the New Testament – 3 units
A comprehensive introduction to the New Testament, including Synoptic Gospels, John, Acts, Pauline Epistles, General Epistles, Hebrews, and Revelation. Attention will be given to the major theological and ethical teachings, historical setting, and date of writing of each book. Additionally, students will learn how each book integrates with other books of the New Testament.

BL150 - Intro to History & Literature of the Old Testament – 3 units
This course is an overview of the Old Testament, with an emphasis on theological themes in canonical context. It seeks to develop an understanding of the theological and ethical purpose of the Old Testament and its message.

BL190 - Biblical Interpretation – 3 units
For many believers, the task of studying, interpreting, understanding, and applying the Bible becomes a daunting task. This course will launch the student into a hands-on study and approach to Scripture. We will explore the practical guidelines of basic Bible study (“hermeneutics”) and look at how to study the Bible within the different genres of Scripture. You will become familiar with seven of the key methods to do Bible study, which will be most rewarding and practical for developing devotionals, sermons, and Bible studies. This course is designed specifically for helping the students fall in love with the Bible. Through class participation and weekly Aspect papers, the students will learn to navigate their way through the paragraphs of Scripture. This will be an enriching time of wonderful synergy between knowledge and application, bringing a new-found confidence when approaching the Bible.

BL470 – Advanced Biblical Interpretation – 3 units
Building on Introduction to Biblical Interpretation, this course will teach students how to take the broader aspects of literary communication into account when interpreting the Bible. This course will discuss the basics of communication theory as it applies to the interpretation of the written Biblical texts, an introduction to the various critical fields, and the role of genre and style. The course will emphasize understanding the various biblical genres.

BIBLE BOOKS
Old Testament Books
Courses on books of the Old Testament emphasize the historic and social economic context in which the book was written, the approximate date, the revelation of the character of God and how He operates, the major theological themes (sovereignty of God, nature of man, his sinfulness and redemption, prophecy and its fulfillment) and their present-day application. Courses will present the uniqueness and particular nuances of the Old Testament book being studied.

BL259 – Exodus – 3 units
An inductive exposition of the book of Exodus with emphasis in Jewish and Christian traditions with regard to such themes as Passover (redemptive deliverance), the Mosaic Law and God’s covenant people (relationship/boundaries/grace), and reliance and faith in God. Course study involves Jewish traditions as found in various rabbinic references (Haggadah, Midrash, and Targums).

BL353 – Genesis – 3 units
An inductive exposition of the book of Genesis with emphasis on methodologies of rationalistic and postmodern interpretations. God, creation, man, sin, salvation and the study of the lives of the patriarchs will be explored.

BL453 – Isaiah – 3 units
An inductive exposition of the book of Isaiah emphasizing historical background, literary structure, key theological themes (including God, the Messiah and Israel), and methods of interpreting prophecy.

BL455 – Jeremiah – 3 units
An inductive exposition of the book of Jeremiah emphasizing historical background, literary structure, key theological themes relative to the consequences of a disobedient society, and prophetic fulfillment.

BL357 – Minor Prophets – 3 units
This course is an introduction to the Minor Prophets. The course will introduce the student to the message of the biblical texts as well as the historical background. The student will also be exposed to relevant historical geography, archaeology, and extra-biblical primary and secondary sources.

BL 380 – Introduction to the Pentateuch – 3 units
This Introduction to the Pentateuch/Torah will start from the perspective that the first five books of the Bible form a single literary work that lays the foundation for a theology of both the Old and New Testament. We will be approaching the Pentateuch/Torah from a literary and grammatical-historical perspective.

BL412 – 1 & 2 Kings – 3 units
This course is a exegesis of 1-2 Kings. The course will focus primarily on the application of literary theory to the text, but also discuss relevant history, geography, and archaeology. The course will introduce the student to current trends in Old Testament scholarship such as the Deuteronomistic History hypothesis. The course will also introduce the student to the exilic period and the function of 1-2 Kings in its historical context.

New Testament Books
Courses on books of the New Testament emphasize the historic and social economic context in which the book was written, the approximate date, the revelation of the character of God and how He operates, the major theological themes (sovereignty of God, nature of man, his sinfulness and redemption through the work of Jesus Christ, prophecy and its fulfillment) and their present-day application. Courses will present the uniqueness and particular nuances of the New Testament book being studied.

BL112 – Acts – 3 units
An inductive study of the birth of the Church, with emphasis upon the work of the Holy Spirit through Peter, Paul and the other disciples.

**BL114 – James – 3 units**
An exegetical study of the book of James emphasizing the historical context of theological themes, with a view towards current day application.

**BL142 – Life of Christ – 3 units**
This course provides an introduction to the life, ministry and teaching of Jesus Christ. It focuses on Jesus as he is revealed in the four Gospel books, placing particular emphasis on his messianic identity, the major aspects of his ministry and the core message of his teaching. In addition, this course will challenge students to respond to Jesus as he is revealed, both through his life and his teachings.

**BL212 – Matthew – 3 units**
Expository analysis of the gospel of Matthew, considering its cultural and historical context as it relates to the first century Jewish background of the book. Special emphasis will involve the promised Messiah for Israel, the hope of the nation, and that fulfillment through Yeshua of Nazareth.

**BL214 – Mark – 3 units**
As one of the four accounts of the history of Jesus contained in the Bible, the Gospel of Mark is unique in its brevity and language. Mark emphasizes the supernatural aspect of Jesus’ life and ministry. This course will be a verse-by-verse Bible study. It will examine the geography during Jesus’ life, and it will also familiarize the student with the culture and history surrounding the most profound and blessed life in all history.

**BL216 – Luke – 3 units**
One of the main focuses of the gospel of Luke is salvation history. It is the story of a holy, righteous God reaching out through His Son Jesus Christ to bring salvation to a sinful people. This course will examine the works and teachings of Jesus as they help us understand the way of salvation, prayer, and our Christian walk. This course will also analyze the life of our Savior from His birth to His ascension.

**BL221 – Theology of Worship – 3 units**
Together we will study and develop a Biblical view of how God desires man to worship Him. We will search for a deeper understanding of the nature of God and how that affects our practice of worshipping Him privately and corporately. This class will help shape one’s future ministry whether in full-time ministry or serving as a volunteer.

**BL312 - Colossians – 3 units**
An exegetical study of the book of Colossians emphasizing the historical context of theological themes, with a view towards current day application.

**BL314 – Ephesians – 3 units**
An exegetical study of the book of Ephesians emphasizing the historical context of theological themes, with a view towards current day application.

**BL316 – Galatians – 3 units**
An exegetical study of the book of Galatians emphasizing the historical context of theological themes, with a view towards current day application.

**BL318 – The Gospel of John – 3 units**
An inductive study of the spiritual truths spoken by Jesus Christ, His outward signs, and His resurrection; all pointing towards the apologetic truth and necessity of salvation through Jesus Christ as the Son of God. This
course will also consider how and why the gospel of John is different from the other three gospels.

**BL322 – Hebrews – 3 units**
An exegetical study of the book of Hebrews emphasizing the historical context of theological themes, with a view towards current day application.

**BL328 - I Corinthians – 3 units**
An exegetical study of the book of I Corinthians emphasizing the historical context of theological themes, with a view towards current day application.

**BL344 – Pastoral Epistles – 3 units**
This course takes students on an exegetical study to identify Biblical answers to crucial leadership and ministry issues from three of Paul’s letters, 1 and 2 Timothy and Titus. We will be looking at the text from a variety of methods: pre-observation, linguistics, exegesis, and rhetorical criticism. All of these will aid the students in a well-rounded approach to studying the Scriptures. Emphasis will also be placed on understanding and putting into practice the theological themes that emerge from the Pastors.

**BL346 – Philippians – 3 units**
An exegetical study of the book of Philippians emphasizing the historical context of theological themes, with a view towards current day application.

**BL348 – Romans – 3 units**
An inductive exposition of the book of Romans emphasizing the major doctrines of sin, justification (salvation by grace through faith), propitiation (the work of Christ on the cross), life as a fruitful Christian, sanctification, and glorification. Exegesis of important Greek words and phrases is also emphasized.

**BL334 - Epistles of John – 3 units**
An exegetical study of the three epistles of the apostle John emphasizing the historical context of theological themes, with a view towards current day application.

**BL422 – Revelation – 3 units**
An investigative study of the Book of Revelation with special emphasis upon Daniel and other Old Testament books that relate to eschatology. A pre-millennial, pre-tribulation view with other interpretations will be studied.

**TH - THEOLOGY**

**TH140 - Theology 1 – 3 units**
A systematic study of biblical doctrines including the revelation of Scripture, The nature of God, and Creation while introducing the discipline and methodology of Christian theology throughout the church age.

**TH240 - Theology 2 – 3 units**
A systematic study of biblical doctrine including the nature of man, sin, the nature of Christ, and the redemptive work of God through Jesus Christ.

**TH340 - Theology 3 – 3 units**
A systematic study of the biblical doctrine of the Holy Spirit, the Church, angels, and end times. The study of the church includes its triumph over Satan and demons.

**TH305 – Theology of the Baptism of the Holy Spirit – 3 units**
Theology of Baptism of the Holy Spirit gives each student a full understanding of the unique historical development of this theology in the United States and a thoroughly biblical understanding of the baptizing work of the Holy Spirit.
**TH330 - Contemporary Theology – 3 units**
This course is a survey look at the immediate past, present, and future of Christian Theology. It will include the most recent movements in theological thought, along with the faces behind them. The emphasis of this course will center on 21st century theology and where we are headed now.

**MN - MINISTRY STUDIES**

**MN103 – Introduction to Spiritual Gifts & Strengths – 3 units**
Students will thoroughly explore the concept of spiritual gifts through a personal assessment, reading and lecture. They will consider ways in which to utilize their spiritual gifts in serving in the kingdom. They will also be introduced to the concept of Strengths through a personal assessment, reading and lecture. They will consider ways in which to employ their strengths to the academic and vocational endeavors.

**MN110 – Win, Disciple, Send – 3 units (Introduction to Discipleship)**
This course will explore the topic of personal and church evangelism and outreach both locally and abroad. Students will consider ways in which their churches can impact and influence society. Students will explore methods for discipleship both formally and informally. Finally, students will examine the processes of sending and supporting missionaries, as well as planting churches.

**MN121 - Strategies for International Ministry & Missions – 3 units**
This course covers three basic areas: The biblical basis of missions as revealed in the Old and New Testaments, the historical development of missions during the past 1900 years of church history and the current status of Christianity around the world, with an analysis of trends and issues

**MN125 - Introduction to Evangelism – 3 units**
Students will examine the principles and resources needed to effectively communicate the Gospel message. The course will study different methods of evangelism and seek to equip the student with the necessary tools to share their faith.

**MN220 – Introduction to Leadership – 3 units**
This course will examine leadership principles and practices for the ministry. It will include management and leadership principles that are consistent with the Bible.

**MN228 – Worship Leading Fundamentals – 3 units**
This class will give pastors and worship leaders a broad overview of important relevant issues regarding congregational worship. The goal will be to build the kind of strong, humble worship team that will enhance and enable the congregation to praise God without obstruction or distraction.

**MN301 - Leadership Development – 3 units**
A biblical study relative to what constitutes Godly leadership within the Church (Pastor, ministry leader), the family (spouse, parent), and one’s personal circle of friends, emphasizing personal growth and discipleship methods.

**MN340 – Leading Non-profit Organizations – 3 units**
The course is dedicated to developing professional leadership for Christian nonprofit agencies. Upon completion of this course, the student will possess a keen understanding of the historical development, purpose and organizational development of nonprofit organizations. This course emphasizes best-practices for risk-management, financial stewardship, social-marketing, and mission-centered leadership.

**MN340 – Servant Leadership – 3 units**
This course will explore the concept of servant leadership using the model demonstrated by Jesus Christ. This course will provide methods and opportunities for students to develop the characteristic of servant leadership in their own lives.

**MN435 - Biblical Counseling – 3 units**
The purpose of this course is to introduce students to the principles of biblical counseling using the Scriptures as their standard. This course will seek to provide each student with the necessary tools to counsel others, whether in a formal or informal environment.

**MN348 - Personal Care for Ministers – 3 units**
The work of the Christian ministry is rewarding as well as it is hazardous. Too many Christian ministers and church leaders burned out and dropped out of the very ministries they felt called to do. This class will examine these hazards as they pertain to the health of the ministers and church leaders, attempt to assist the students in identifying the areas of potential personal weakness and provide resources for dealing with the problems that might arise in ministry. Attention will be given to all aspects of a ministers/church leaders’ “self”, from emotional health to physical health to spiritual health, as well as practical ways to change and techniques for modifying behavior.

**MN440 – Homiletics (Expository (Biblical) Preaching & Teaching) – 3 units**
This course provides an overview of the expository method of message preparation and delivery, with an emphasis on foundational elements and practical techniques. Expository teaching is examined through a balance of academic study, directed observation and practical application.

**MN450 – Christianity & the Marketplace – 3 units**
This course is intended to equip the student for integrating their faith with their vocation, whether it is secular or faith-based. God does not call everyone to work for the church. Therefore, it is necessary for Christians to make their faith a vital part of who they are in all of their relationships and responsibilities. This class is intended to help students achieve that vitality.

**MN450 – Church Planting: Vision & Strategies – 3 units**
This course provides the student with an overview of the theology, theory, and practice of church-planting with a special emphasis is on developing team-based ministry. This course is designed for students who are interested in church planting or sense a call to plant a church. It is also perfect for those who have recently started a church plant.

**MN464 – Teaching Teams for Building Community – 3 units**
This course will show students how plan and preach through the New Testament books in their historically chronological order using a unique five day method of preparing Expository Narrative messages designed to foster unity and maturity in the congregation. There will be special emphasis on sermon writing, preparation with a team, teaching as a team, both solo and “tag-team” sermon delivery, peer evaluations, and the use of Logos Bible Software.

**MN465 – Introduction to Leadership and Administration – 3 units**
This course seeks to equip persons to serve effectively as servant leaders who are reflective leaders in the contemporary church, related Christian ministries and the work environment. This course is a comprehensive, though not exhaustive, overview of Christian leadership practice and research. We will review and discuss leadership principles, models, organizational dynamics and design and administrative effectiveness from a biblical-theological and cultural perspective. This course includes a personal leadership development component for effective planning and implementation of participant’s vocation/calling.
MN466 – Effective Pastoring – 3 units
The purpose of the course is to study the pastor’s call, purpose, and role in ministry philosophically and practically. Through lecture-dialogue classroom sessions as well as hands-on practice, the student is exposed to actual work of the pastoral ministry. “Shepherd the flock of God among you, not under compulsion, but voluntarily, according to the will of God...with eagerness.” I Peter 5:2

MN470 – Men & Women in Ministry – 3 units
Men and women’s relationship in ministry context has been a controversial topic for many years and has divided churches and Christians alike. As a result, different churches and denominations have chosen and stood on different theological bases and practices. This class strives to provide an overview of biblical men/women in relationship to God and God’s work, from Genesis to Revelation. Students then will be introduced to Christian women and their ministry in God’s Kingdom from New Testament time to the present. In light of this background, the class will then consider two main different theological views about Men and Women in Ministry. Practical case studies and applications will be included at the end of the course. Class format will consist of lecture, class discussion, case studies, small groups and debate.

GS - GENERAL STUDIES - HUMANITIES
GS120 - Introduction to Ethics – 3 units (GS240 - Introduction to Christian Ethics)
This course will study the different ethical theories of “right and wrong,” as well as evaluate how these theories impact lives. This class will place special emphasis on what it means to be “good.”

GS145 – Introduction to Writing & Research – 3 units
This course is designed to help students learn to write research papers, looking at various methods, research tools, library resources, and the Internet. Students completing this course will be better prepared to produce quality college-level papers and essays throughout the rest of their academic life.

GS200 – American Government and Christianity – 3 units
The purpose for an American Government course is to provide students with a general knowledge of American political traditions, processes, institutions, and controversies. It will also help you to discern the underlying rationale behind the incredibly complex array of political institutions (think broadly here, institutions can include everything from voting registration laws to the U.S. Senate and a lot of stuff in between) and practices that make up “American Government.” This Course will also examine American Political Theology as well its implications for participation in the political process by members of the Christian community. This course will examine these institutions in order to 1) understand the value conflicts and other problems that they are intended to overcome and 2) assess their relative success in doing so.

GS215 - Introduction to Biblical Languages – 3 units
This course is intended to introduce the student to both Greek and Hebrew as found in the Old and New Testaments. Alphabets, grammar, syntax, and vocabulary will be studied. Various reference materials that incorporate and use the biblical languages will be examined. This will serve to enhance the student’s ability to do exegetical Bible study.

GS230 - Introduction to Psychology – 3 units
The purpose of this course is to educate the student on introductory principles of the science of psychology; including intellect, emotion, cognition, and basic human development. Principles and theories will be compared and contrasted with biblical standards.
GS235 – Computer Tools for Practical Ministry – 3 units
Students will be learning the tools contained in Microsoft Office to become more organized in ministry, business and in their personal lives. Students will be given an overview of computers in general and modern technology in particular including tips on what to look for when purchasing new equipment. Students will then explore the internet and gain useful knowledge on the advantages and pitfalls they may encounter. Students will also become proficient in the use of both the 2007 and the 2010 versions of Microsoft Word, Excel, PowerPoint, Access, Outlook and Publisher. Students will be given skills to help them to better organize their files, folders and electronic mail. An introduction to website design will also be provided.

GS238 - Spiritual Disciplines – 3 units
This class will look at the biblical and theological foundations for the spiritual disciplines, and how a believer exercises these disciplines in his/her life to have a more intimate relationship with God. This course will examine some of the inward, outward, and corporate disciplines that lead to an inner transformation of the lives of Christians.

GS243 - Critical Thinking – 3 units
This course is a study in logical reasoning. Attention is given to the logical appraisal of arguments, consistency, and the application of elementary reasoning skills. Introductory attention is given to the fundamental principles of formal logic, including deductive and inductive arguments, logical inference, syllogisms, and prepositional logic. Additionally, this course includes an introduction to informal fallacies, and examines systems for evaluating, arguments encountered in everyday life.

GS280 – Introduction to Philosophy – 3 units
This course will be an exploration into the major philosophical concepts and how they relate to us today, and how they have developed through the centuries. Key terms and influential thinkers (i.e. Plato, Nietzsche, Derrida, etc.), will be studied. Focus will include the ways in which philosophies have shaped many of the beliefs we hold about reality, government, knowledge, etc.

GS360 – Apologetics – 3 units (Christian Apologetics)
The purpose of this course is to equip believers with answers to some of the more difficult theological questions and topics that Christians face, such as: arguments for the existence of God; the problem of evil; the life, death, and resurrection of Christ and a variety of other questions frequently encountered while witnessing.

GS430 – Readings in Spiritual Formation – 3 units
This course is intended to assist the student in cultivating a more committed relationship to Jesus Christ through a passionate practice of prayer, Bible study and selflessness.

GS440 – Senior Integration Course – 3 units
This course is intended to give the graduating senior insight into their gifts, Strengths, and calling. It will utilize the entire educational experience while attending HORIZON UNIVERSITY and assist the student in evaluating God’s leading in their lives. Students completing this course should have a good idea of the calling and vocation into which God is calling them.

GS - GENERAL STUDIES – SCIENCES
GS241 – Introduction to Western Civilization – 3 units
This course will trace the origins of the Christian faith from its ancient roots through both the medieval and modern periods. An analysis of key leaders, events and movements within the faith will be emphasized. Focus will be placed on a critical analysis of the hand of God throughout history, as well as the development of Western culture.
GS245 - World Religions – 3 units
This course is a study of the great religious systems of the world. Contemporary religions will be reviewed, including the Living Religions of the East- Hinduism, Buddhism, Chinese Religions and Japanese Religions; and the People of the Book- Judaism, Islam and Christianity. They will be discussed from a subjective perspective.

GS250 - Business Math (Elective) – 3 units
The fundamentals of basic algebra and business math are combined with a study of the requirements, processes, and procedures involved in forming a non-profit organization. Mathematical concepts are covered to give students the tools necessary to make informed business decisions. An emphasis is given to the steps required to form a non-profit corporation, such as writing the mission statement, filing the articles of incorporation, drafting the organizational plan, and creating the organizational budget.

GS255 – Business Math – 3 units
This course is primarily a business course that uses mathematics as a tool to aid in the decision making process. The content of this course provides students with a basic knowledge of both business and numerical concepts; helps students translate questions into mathematical representations; and enhances one’s analytical skills in terms of evaluating business options and personal finance matters. Business Mathematics should be studied as an integral part of a person’s Christian faith. The tools learned in this course are not independent of a Christian’s analytical nature. While specific mathematical calculations may not be explicitly ‘Christian’, every discussion question/posting should be answered from a Christian World View. This can be accomplished by citing specific verse(s) or a detailed example from the Bible when defending your argument.

GS320 - Church & Society – 3 units
This course deals with the conflicts presented to the Church by the secular world, as well as ways in which the Church can respond.

GS331 - Church History 1 – 3 units
This course will examine the history of the church from its beginnings at Pentecost up to the time of the Protestant Reformation. Topics of study include: the early church’s response to persecution and heresy; the formation of the Canon; the impact of Constantine’s conversion upon Christianity; the development of the papacy; the Crusades; the split between the Eastern and Western churches; and precursors to the Protestant Reformation.

GS333 - Church History 2 – 3 units
This course will explore the rise of Protestantism through the reforming efforts of Luther, Calvin, Zwingli, and others, and discuss the Catholic Church’s response, along with the development of Christianity in England and its spread to America. The influence of the Enlightenment upon the church and the rise of liberal Christianity will be discussed, as well as the various Awakenings, revivals, and missionary efforts worldwide. Attention will be given to the rise of modern Evangelicalism in, with consideration of the church’s stand today.

GS335 – History of Worship through the Ages – 3 units
Together we will explore how Christians have worshipped through the ages, gaining a deeper understanding for why we worship the way we do today. We will be focusing on five major periods throughout the history of worship: Early origins of worship, Davidic Period/Psalms, Renaissance and Reformation, Hymnody of the 18th and 19th century, and 20th Century contemporary worship.
GS340 – Spiritual Formation – 3 units
“Basic Spiritual Formation” is built upon the understanding of holistic and biblical humanity, observed in Jesus’ life as recorded in the Gospel of Luke. The class guides the student through a process of exploring and knowing oneself and one’s view of God. Then, through five specific spiritual disciplines, the class seeks to carve out a clean and quiet center in the student’s heart and life that will be opened and receptive to God’s Word. The spiritual discipline of meditative reading of God’s Word will help the student to receive God’s Word with his/her whole person, using all five senses. The ultimate goal of this class is to help the student experience the abundant life that Jesus promised and to become the “good soil” that nourishes the seed (God’s Word). This results in the production of fruit ten to hundred fold.

GS352 – History and Culture of the Ancient Near East – 3 units
This course is an introduction to history, geography, culture and archaeology relevant to Biblical exegesis.

GS412 – Sound and Technology – 3 units
This class is ideal for worship leaders, musicians and pastors looking to get a great overview of how to effectively use A/V technology in today’s ministry environment. Students will receive classroom instruction as well as “hands on training” in a professional stage environment. Students will also be introduced to the basics of live video production media as well as video screen projection for services. Students will also be introduced to the basics of digital audio recording at a working recording/project studio and partake in a basic live video production and projection screen (CG) operation.
Degrees Offered:
Bachelor of Science in Organizational Leadership
Bachelor of Arts in Leadership and Ministry
Horizon University offers an accelerated degree completion option for students desiring to earn a Bachelor of Arts or Bachelor of Science degree. With the Adult and Professional Studies (APS) Adult Degree Completion Program, students can complete their Bachelor degree in a timely manner while working a fulltime job. Our “one night a week, one course a month” design, allows the student to continue a professional work schedule and complete a degree in 22 months.

The APS program offers two majors, the Organizational Leadership (BSOL) major is for those who are involved in or plan to be in leadership development or management. This program provides believers with sets of skills for the marketplace or the church. The Leadership and Ministry (BALM) major is for those wanting to effectively integrate biblical truths with contemporary life and thought, coupled with practical ministry skill courses.

**APS Student Requirements**

APS Degree Completion student requirements:

- Have completed at least two years of college, or technical school with the equivalent of approximately 40 semester hours credit or more.
- Are highly motivated to finish their degree.
- Can schedule their time carefully and discipline themselves to meet the rigorous demands of this program.
- Want to complete their degree in a Christian setting where faculty and staff are sincerely interested in students and their future.
- Want to develop their gifts to enhance their vocational careers in professional or ministry settings and/or volunteer leadership (i.e. nonprofit).

**Benefits**

APS Adult Degree Completion Program, students will:

- Earn a Bachelor of Arts or Bachelor of Science degree in approximately twenty-two (22) months from a Christian institution.
- Convert significant life experiential learning into college credit by documenting past training, work-related projects and competencies.
- Attend class only one evening each week while continuing with work schedules and family life.
- Improve communication, leadership skills and vocational effectiveness.
- Meet in a seminar format to benefit from the varied experiences and ideas of other classmates.
- Attend small classes with the same students through the entire program in a manner that will develop group cohesiveness and an active network of associates.
- Receive individualized instruction and specific attention to problem areas of learning.
- Gain satisfaction and the financial rewards that go with it while fulfilling an educational goal.
APS Program Overview

The APS Adult Degree Completion Program is unique. The curriculum contains sixteen modular courses that are taken in sequence. The term “modular course” signifies the integrated nature of this curriculum. It is not a collection of independent courses but rather a unified curriculum with sequential courses. Students will receive a Bachelor of Arts in Leadership and Ministry or a Bachelor of Science in Organizational Leadership upon completion of the requirements for graduation. As students entering the program will likely have professional employment experience, the course of study will help them apply this practical experience in formal education for their greatest benefit.

Our simple one time registration process allows students to receive a class schedule for the entire program. The classes meet one night each week from 6:00 PM until 10:00 PM for 22 months. The courses are scheduled over four semesters equaling 48 semester hours of credit. In addition the schedule is planned to allow time for holidays and a brief summer vacation. Students registering with the same group are called “cohorts”. Each cohort moves through the program taking courses in sequence together.

ONLINE EDUCATION

In conjunction with the on-campus program, Horizon University has partnered with Knowledge Elements Education Network, to make APS degrees available online as well as on-site, face to face in the classroom. The online class schedule is 5 weeks long, 4 classes a semester for about 22 months.

In addition all, APS students may use online courses for general education requirements and electives. The APS Program Office will assist students in making arrangements for these courses.

Students must have reliable Internet access and an active email address. Although classes will be asynchronous (all students do not need to be online at the same time), students will have significant contact with their instructor and classmates through forums and email.
To graduate with a Bachelor of Arts in Leadership and Ministry or a Bachelor of Science in Organizational Leadership, students must have:

- Complete 126 units with a cumulative grade point average of 2.0 or better.
- Complete the 54 units in the Adult Degree Completion Major with a grade point average of 2.0 or better.
- Complete 36 units of Electives with a 2.0 or better.
- Complete the 36 units in the General Education Core of the University including below.

**Biblical Studies** .......................................................... 6 units
  - OT Survey
  - NT Survey

**Humanities** ............................................................ 6 units
  - History
  - Humanities Electives
    - History, Philosophy, Literature,
    - Music/Art Appreciation,
    - Language, Culture Humanities

**Communications** ..................................................... 6 units
  - Composition 1 & 2
  - Communication Elective
    - Oral, Group, Communication Concepts

**Social Sciences** ....................................................... 9 units

Awarded through:
- Transfer units
- Units taken at Horizon University
- Units taken at Colleges
- Testing out through CLEP or DSST
- Credit thru demonstrated competence (Experiential Learning Credit)
- Elective credit courses from Horizon University or other schools
- Testing out through CLEP or DSST
- Credit thru demonstrated competence (Experiential Learning Credit)
- Work related learning and training

126 Total Units
General Psychology
Social Science Electives

Natural Science or Math ............................................. 3 units
Note: Business Math not acceptable here

Media & Technology ............................................... 6 units
Introduction to Computer Science Office Concepts
Media & Technology

*Included in Major but Oral or Group or Business Communications preferred

- Fulfill all financial obligations to Horizon University.
- Satisfy the Student Ministry requirements as described in the Student Handbook.

ACADEMIC CALENDAR for 2013-2014

**Fall 2013**
July 18th – December 19th
7/15 – Registration deadline
7/18 – First day of classes
12/19 – Semester ends

**Spring 2014**
January 2nd – June 26th
1/2 – Registration deadline
1/2 – First day of classes
6/26 – Semester ends

EVENTS, HOLIDAYS AND OBSERVANCES – ’13-’14

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<td>July 4, 2013</td>
<td>Independence Day</td>
<td>Wednesday; Horizon University Offices Closed</td>
</tr>
<tr>
<td>August 20, 2013</td>
<td>New Student Orientation</td>
<td>see website for more details</td>
</tr>
<tr>
<td>September 2, 2013</td>
<td>Labor Day</td>
<td>Monday; No Class, Horizon University Offices Closed</td>
</tr>
<tr>
<td>November 28, 2013</td>
<td>Thanksgiving Break</td>
<td>Thursday and Friday; No Class, Horizon University Offices Closed</td>
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<tr>
<td>November 29, 2013</td>
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<tr>
<td>December 24, 2013</td>
<td>Christmas Break</td>
<td>Horizon University Offices Closed</td>
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<tr>
<td>January 2, 2014</td>
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<tr>
<td>May 26, 2014</td>
<td>Memorial Day</td>
<td>Monday; No Class, Horizon University Offices Open</td>
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Admission Criteria
The Admissions Director will grant full acceptance to the program of an application for admission once it has met the following criteria. The Admissions Committee of Horizon University will consider any exceptions.

- Completion of at least 40 semester hours of transferable work.
- Cumulative grade point average of 2.0 or better on all prior academic work.
- Two acceptable references.
- Official transcripts from all post-secondary academic work.
- Completion of application materials and the payment of a $100.00 non-refundable application fee.

Provisional and Conditional Acceptance
Applicants who are lacking certain documents or from a non-accredited or non-licensed institution may be granted Provisional standing. Applicants, who appear to be deficient in admission requirements and are seeking an exception to one or more of the Criteria for Admission, may be granted a Conditional Acceptance for Admission. The Admissions Committee, which will use its discretion to determine the probability of the individual’s ability to benefit from the program, will review each case.

If, in the opinion of the committee, there is sufficient probability of ability to benefit, the student may be admitted conditionally. At the time of acceptance, applicants will be informed of any deficiencies in course work or other requirements that are lacking. The Program Director will advise the student of what is needed to fulfill the Graduation Requirements.

Horizon University is committed to equipping Christians for fruitful ministry. This demands a strong biblical curriculum, which in turn, requires a strong commitment to the Lord on the part of the student. Students will be asked to provide a writing sample that describes their initial conversion to Christ or their current involvement within the body of Christ.

Academically, Horizon University students must be able to read and write adequately in the English language. Horizon University students enrolling in the full-time program should have completed minimum secondary school requirements with at least a 2.0 GPA to enter the degree program. A GED may also be accepted as meeting the minimum requirements. A student without the above minimum requirements may appeal to the Admissions Committee, and based upon personal recommendations, commitment, tests, and life experience, may be considered for conditional admission. Once students admitted on a conditional basis complete 6 units toward their designated program with a grade of C or better, they will be considered fully enrolled.

REGISTRATION
Once a student has gone through the admissions process and is accepted to Horizon University, the student will still need to register for classes each semester prior to the registration deadline. First-time students may register for classes while they are completing the enrollment process.

Registration Steps
1. Decide which classes you are going to take for the semester. For academic counseling or degree track information see your academic counselor.
2. Submit complete class registration form with payment
FINANCIAL INFORMATION

Tuition
$250 per unit (3 unit class = $750)

Fees

Application Fee: $100 – A non-refundable application fee is to accompany the application when seeking enrollment into a degree or certificate program.

Enrollment Deposit: $100 - The enrollment deposit guarantees the student a place in a specific cohort group and applies toward the tuition paid at the beginning of the first semester.

Registration Fee: $50 - A non-refundable registration fee per semester is due at the time of registration.

Transcript fee: $5 – Students may request copies of their Horizon University course transcript be mailed to them or to other institutions. A Transcript Request Form is available from the website or the Horizon University office. Transcripts will be mailed within two weeks upon receipt of request. A $10 fee will be charged for rush requests to be processed within 48 hours of receipt.

Commencement fee: $150 – Covers cap and gown, diploma with folio, and reception.

Payment Plan
For students who are unable to pay the full semester’s tuition and fees at registration, the College will make available a three-payment installment plan. One-third of the payment is due at registration, one-third is due the first of the second full month (30-60 days after registration), and the final one-third is due the first of the third full month after registration. Payment of tuition and fees is accepted by cash, check, or credit card.

Tuition Reimbursement Plans
Many corporations have programs to encourage their employees to complete their education. In many cases, these programs involve tuition reimbursement. When a student’s employer has such a program, the college will assist with a deferred tuition plan. Students must obtain the Tuition Reimbursement Request Form from the APS Degree Completion Program Office. That form must be completed and returned to the office along with a copy of the employer’s policy and a letter from the employer stating that the employee is eligible for the program.

The University will provide a listing of all charges and notification of the student’s successful completion of modular courses or semesters according to the employer’s requirements. If the tuition reimbursement plan covers less than 100%, the student will be required to pay the portion of tuition and fees not covered by his or her employer at registration. If the employer payment involves payment after registration day, the student is expected to pay a minimum of the application fee ($100.00), the tuition/enrollment deposit ($100.00) and the Text and Materials Fee ($300-400) for the semester at the time of registration.

If the employer’s plan calls for payment at the end of each course or at the end of the semester, the plan must be approved in advance by the Finance office. The student will be responsible for any amount that is not paid by the employer for any reason.

Tuition Refund Policy –APS

- 100% of tuition refunded within seven (7) days of the first class.
- 30% of tuition refunded within eight (8) to fourteen (14) days of the first class.
- There are no refunds after fourteen (14) days from the first class.
- Fees are non-refundable.
Online students: The start date for each class offering period. The Classes Start/First Login Day is the FIRST day students will have access to their courses. (These KEY DATES will be provided to the student upon enrollment and are also available on the website).

Student Financial Assistance

The Financial Aid Office: Preparing for a college education requires a great deal of advance planning. To assist the student in making appropriate financial preparations, the Financial Aid Office is available to answer your questions. Office hours are 9:00 AM until 4:00 PM Monday through Thursday. Other hours are available by appointment. You may contact the Financial Aid Office by phone at (858) 695-8587.

ACADEMIC INFORMATION

Satisfactory Academic Progress

A GPA minimum of 2.0 is required to continue progress toward graduation. If a student should fall below a 2.0 GPA he or she will be placed on academic probation and will be contacted by the Dean of Students to arrange regular meetings. Should the student not meet the minimum cumulative GPA at the end of two consecutive semesters of academic probation, the student will be academically disqualified. Students may appeal their academic disqualification by writing to the dean of academics who will review the appeal with the appropriate faculty committee. When a student brings his or her current and cumulative GPA to the program minimum required GPA or higher, the probationary status is removed.

Grading Policy

Horizon University uses the 4-point grading system, subject to the instructor’s requirements, homework, tests, class participation, attendance and any make-up work to be established by the instructors. These requirements will be clearly articulated in each course syllabus.

A = 4.00, A- = 3.80, B+ = 3.50, B = 3.00, B- = 2.80, C+ = 2.50, C = 2.00, C- = 1.80, D+ = 1.50, D = 1.00, D- .80, F = 0

A Grade of “C” or better must be earned in each course in order for the course to be credited toward a degree or certificate. Courses may be repeated until a grade of “C” or better is attained.

Grades

Student grades will be posted in the Horizon University office and on the Horizon University website approximately two weeks after the end of the semester. On the website, grades will be listed under ‘Posted Grades’, the course number, and the student identification number.

Grade Appeal Policy

If a student disagrees with the final grade submitted by the instructor, the following are circumstances in which he or she may appeal:

- An error in calculating the grade
- Failure of instructor to notify students clearly and promptly of the criteria for grade determination
- Assignment of a grade based on reasons other than the announced criteria and standards
- Assignment of a grade based on factors other than student achievement, i.e. prejudice or discrimination
- Inconsistently or inequitably applied standards for evaluation of student academic performance
Grade Appeal Procedure

1. The student must appeal to and meet with the instructor within 4 weeks of the final grade posting.
2. If the student is not satisfied with the outcome of the student/instructor meeting he or she may appeal to the Student Dean in writing within 1 week of the student/instructor meeting.
3. If the student is still not satisfied with the outcome the student may appeal to the Academic Dean in writing within 1 week of the student/Student Dean meeting. The Academic Dean will consider both the student’s appeal and the Student Dean’s recommendation, and then make a final decision to either change the grade or leave the grade as posted.

Earning College Credit

If you enter the APS Degree Completion Program with fewer than 60 semester hours, you may seek to gain the remaining hours of credit needed to graduate in several ways as noted in the following paragraphs. A maximum of 15 semester hours can be accepted when it has been achieved in a combination of the following ways: Evaluation of Alternative Educational Experiences, Credit by Examination, and Credit for Prior Learning (CPL). Unless otherwise approved, this credit will be applied only to elective credit.

Evaluation of Alternative Educational Experiences

The College will evaluate formal educational experiences gained in non-college settings. Where the American Council on Education (ACE) has evaluated such courses, the College will use the evaluation in the appropriate guide as source for determining what credit might be given. Students may have had courses in specialized institutes, e.g. banking or real estate or courses as part of vocational training in industry; in a technical institute or as specialized training in the military. Horizon University will evaluate such work according to standards established by accrediting associations.

Definition of a Credit Hour

The College follows the Federal credit hour definition:

An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximate not less than:

3. 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 or trimester hour of credit, or the equivalent amount of work over a different amount of time; or

4. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Regardless of the delivery modality, courses will be consistent in terms of purpose, scope, quality, assessment, and equivalent learning outcomes, according to the definition above as determined by the curriculum review process.

Students enrolled in classes delivered by an alternative means shall not be denied access to advisement, grievances, or other key academic rights and services, nor shall they be excused from the academic responsibilities expected by all students.

Credit Escrow Policy

Credits earned from unaccredited colleges, universities, institutes and other higher education institutions are conditionally accepted for admission. Students are required to maintain a 2.00 GPA during the first semester at the College. These conditional credits are then formally accepted if the criteria are deemed to be met by the College Registrar. Conditional acceptance of credits is not guaranteed but is determined by the Registrar after a careful review of the transcripts and other documents such as catalogs and syllabi from the unaccredited institution. We consider an institution unaccredited if an accrediting body recognized by CHEA or its successor agency does not recognize it.

Credit by Examination

Horizon University will accept the results of testing by CLEP (College Level Examination Program), DTTS, the military equivalent, or a departmental examination accepted by the College. There may be charges in addition to the costs involved with taking the examination.
Credit for Prior Learning

Credit for Prior Learning (CPL) allows a student the opportunity to prepare a portfolio describing specific work activities and life experiences and then to document the learning that resulted from these experiences. Material for this portfolio can come from a number of different sources, including workshops, seminars, self-study, non-credit classes training courses, and work experiences. Please note that it is the learning (and not merely experience) from these sources that are evaluated. Appropriate faculty members will evaluate the written portfolio and determine what credit might be warranted. In the admissions process the APS Degree Completion Program staff will provide you with an estimate of the number of CPL credits you might expect to receive through this program. Students will be assessed fees when they submit their portfolio. A schedule of fees for CPL evaluation is available in the APS Degree Completion Program Office.

Attendance Requirements

Students who miss two classes will automatically be dropped from the course. Students who miss class are still responsible for assignments and any exams that occurred during their absence.

Drop

Students may drop courses up to and including the first (1st) week of that term. To drop a course, a student must submit a Drop/Withdrawal Form (available from the Horizon University office or website) to the Admissions Office. A student will not be considered officially dropped until the drop form has been submitted to the Admissions Office.

Withdrawal

Students may withdraw from a class up through the second (2nd) week of classes. To withdraw from a class, a student must submit this Drop/Withdrawal Form to the Horizon University office. A “W” will appear on the student’s transcript. A student will not be considered officially withdrawn until the withdrawal form has been submitted to the Admissions Office.

INFORMATION SESSIONS

Throughout the year Horizon University holds information sessions on campus and at other locations to inform prospective students about the program.

These sessions cover: the nature of the APS Degree Completion Program; financial matters, such as loans and grants, payment plans, employer reimbursement; beginning dates for groups, application procedures, questions and answers.

If the scheduled information sessions are not convenient, or if an individual appointment is preferred, please call the APS Degree Completion Office at (858) 695-8587 to schedule an appointment.
Bachelor of Science in Organizational Leadership

The Bachelor of Science in Organizational Leadership (BSOL) is for those who are involved in or plan to be in leadership development or management. This program provides believers with sets of skills for the marketplace or the church.

Students who complete this program will receive a Bachelor of Science degree with a major in Organizational Leadership.

BSOL Degree Courses:

- Goals, Priorities, and Attitudes
- Biblical Concepts of Leadership
- Understanding and Applying the Bible
- Life of Christ / Gospels
- Organizational Behavior
- Essentials of Management
- Marketing Concepts and Application
- Accounting for Managers
- Communication Concepts
- Christian Ethics
- Ethics in Hebrew Wisdom Literature
- Biblical Strategies of Evangelism
- Cutting Issues in Management
- Case Studies in Ethics
- Economics and the Manager
- Case Studies in Leadership

Program Goals

Students in the Organizational Leadership major will attain:

Organizational Leadership

- An understanding of the five areas of management including planning, organizing, staffing, leading and controlling/evaluating an organization;
- An understanding of the biblical concepts of leadership;
- The ability to communicate in writing as well as orally to individuals and small groups;
- An understanding of leadership models including the leadership style of Jesus;
- An understanding of the leadership opportunities available and a plan for personal leadership;
- The ability to actually lead a project to a successful completion;
- The ability to write a mission statement for an organization;
- An understanding of the differences between for-profit and not-for-profit organizations;
- An understanding of the role that a Christian should play in management;
- An understanding of how and why human behavior patterns exist in organizations;
- An understanding of the basics of finance and accounting essentials to a non-accounting manager;
- An understanding of the concepts of marketing and sales in organizations;
• An in-depth understanding of a leadership/management issue and the ability to report on this issue both orally and in writing;
• An understanding of at least ten of the major leadership/management issues today
• Ethics
• An understanding of the basics of philosophy as the fundamentals of the study of ethics;
• An understanding of Christian ethics including tenets, the Hebrew wisdom literature and ethics writers of the last century;
• An understanding of how to deal with leadership/management issues in a manner that is consistent with Christian ethics; and
• An understanding of the decision-making process and how it should be affected by ethical principles.

Bible, Theology and Ministry
• An understanding of what it means to be a Christian and how to utilize God-given talents, gifts and abilities;
• The ability to express one’s Christian faith;
• An understanding of what a Christian worldview is and how it affects each person’s life;
• An understanding of the life of Christ including His actions, faith, teachings, admonitions and prayer life;
• An understanding of the basics of Christian theology;
• An understanding of how management principles (e.g., the book of Nehemiah) are exemplified in the Bible; and
• An understanding of what it means to be a Christian in the workplace.

Personal Development
• An understanding of self, personal mission, personal and professional goals as well as the setting of goals within these priorities;
• An understanding of the need to get along with others and some of the skills necessary to accomplish this;
• An understanding of the prerequisites that must be attained before effective personal management can occur;
• The ability to set strategies for meeting personal and professional goals; and
• The ability to discover his or her underlying value system and how it affects all other aspects of work and home life.

Bachelor of Arts in Leadership and Ministry

The Bachelor of Arts in Leadership and Ministry (BALM) is for those wanting to effectively integrate biblical truths with contemporary life and thought, coupled with practical ministry skill courses.

Students who enter this program will receive a Bachelor of Arts degree with a major in Leadership and Ministry.

BALM Degree Courses:

• Goals, Priorities, and Attitudes
• Biblical Concepts of Leadership
• Understanding and Applying the Bible
• Life of Christ / Gospels

• Old Testament Literature: History
• Biblical Worldview
• Acts: The Early Church
• New Testament: Romans

• Communication Concepts
• Christian Ethics
• Ethics in Hebrew Wisdom Literature
• Biblical Strategies of Evangelism
• Biblical Discipleship and Small Groups
• Introduction to Christian Counseling
• Foundations of Preaching and Teaching
• Case Studies in Leadership

Program Goals

Students in the Leadership and Ministry major will attain:

Leadership
• An understanding of the biblical concepts of leadership;
• The ability to communicate in writing as well as orally to individuals and small groups;
• An understanding of leadership models including the leadership style of Jesus;
• An understanding of the leadership opportunities available and a plan for personal leadership;
• The ability to actually lead a project to a successful completion.

Ministry
• An understanding of the ministry opportunities available that have relevance to the student’s gifts, talents and education;
• An understanding of how to qualify for ministry opportunities for which the student is not now qualified;
• An understanding of how to plan involvement in a ministry project so that its success will be enhanced;
• The ability to lead or participate in a ministry as a useful and successful participant;
• The ability to enhance the Kingdom of God;
• The ability to evaluate a ministry project so that it might become even more effective.

Bible and Theology
• An understanding of what it means to be a Christian and how to utilize God-given talents, gifts and abilities;
• The ability to express one’s Christian faith;
• An understanding of what a Christian worldview is and how it affects each person’s life;
• An understanding of the life of Christ including His actions, faith, teachings, admonitions and prayer life;
• An understanding of the basics of Christian theology;
• An understanding of how the Bible relates to management and ethics;
• An understanding of how management principles (e.g., the book of Nehemiah) are exemplified in the Bible;
• An understanding of what it means to be a Christian in the workplace.

Personal Development
• An understanding of self, personal mission, personal and professional goals as well as the setting of priorities within these goals;
• An understanding of the need to get along with others and some of the skills necessary to accomplish this;
• An understanding of the prerequisites that must be attained before effective personal management can occur;
• The ability to set strategies for meeting personal and professional goals;
• The ability to discover his or her underlying value system and how it affects all other aspects of work and home life.
BL-BIBLE

BL280 - Acts: The Early Church
BALM
A study of the history of the beginnings of the Christian church as described in the New Testament book of Acts. The faith, practices and teaching of the first churches will be the focus of this study, as they are born in Judea, and then expand beyond Judaism across the Greco-Roman world. Special attention will be made of the historical contexts, the key players, and the strategies employed in the missionary expansion of these new communities.

BL282 - Biblical Strategies of Evangelism
BALM & BSOL
This course will include a study of the nature, purpose and process of biblical evangelism and its application to various ministries.

BL380 - Biblical Worldview
BALM
This modular course will explore ways in which the student can develop a positive relationship with God as he/she explores the role of general revelation (the creation), special revelation (the Scriptures), and experiences God at work in the modern world.

BL381 - Old Testament Literature History
BALM
This is a study of the history of the people of God in the Old Testament as that history is recorded from Joshua through Esther. It will consider God’s redemptive plan as it is expressed in His covenants with Israel.

BL382 - Life of Christ / Gospels
BALM & BSOL
This course will be a study of the Gospels focusing upon the life and ministry of Jesus Christ and His death and resurrection, with a view toward applying His life-changing principles to one’s everyday life.

BL385 - Biblical Concepts of Leadership
BALM & BSOL
This modular course includes a study of the various characteristics and connotations that Scripture teaches are part of the biblical concept of leadership. It also includes an application of these concepts to both personal and career goals.

BL389 - How to Study, Understand, and Apply the Bible
BALM & BSOL
The setting of goals, as well as the priorities necessary to attain these goals, with an emphasis upon how prioritized goals relate to the student’s Christian worldview of life and the workplace. The attitude of the individual including other aspects of psychological makeup and how it impacts upon the ability and willingness to set goals and priorities. An emphasis upon how goals, priorities and attitudes can lead to effective Christian personal management.

BL481 - Ethics in Hebrew Wisdom Literature
BALM & BSOL
A study of Job, Psalms, Proverbs, Ecclesiastes and the Song of Solomon that emphasizes the genius of Hebrew poetry and the doctrinal depth, spiritual value and ethical implications of these books.

BL482 - New Testament: Romans
BALM
This course is an exegetical and historical study of Paul’s Epistle to the Romans with exposition and application of the book’s leading themes.
GS-GENERAL STUDIES

GS383 - Communication Concepts
BALM & BSOL
This modular course is an introduction to the concepts of effective oral and written communication to include functioning in teams and other organizational settings as well as interpersonal exchanges.

GS384 - Christian Ethics
BALM & BSOL
A study of theoretical and practical problems of moral conduct and proposed solutions with an emphasis upon the nature of ethics, values, rights, obligations and opportunities.

MN-MINISTRY

MN180 - Goals, Priorities and Attitudes
BALM
The setting of goals, as well as the priorities necessary to attain these goals, with an emphasis upon how prioritized goals relate to the student’s Christian worldview of life and the workplace. The attitude of the individual including other aspects of psychological makeup and how it impacts upon the ability and willingness to set goals and priorities. An emphasis upon how goals, priorities and attitudes can lead to effective Christian personal management.

MN386 - Biblical Discipleship and Small Groups
BALM
This course is a study of New Testament discipleship principles and their application, with special emphasis upon building discipling relationships and small group ministry. Small groups are becoming an increasingly important component of church-based ministry. Leaders must understand groups because group process directly affects creativity, problem solving, decision-making and productivity.

MN392 - Foundations of Preaching and Teaching
BALM
This cross-training course introduces the principles and skills necessary to effectively communicate Scripture through teaching and preaching delivery. This course allows for the development and application of skills learned.

MN485 - Introduction to Christian Counseling
BALM
The purpose of this course is to provide an introduction to the counseling profession from a Christian perspective. It will explore how biblical and psychological principles may be integrated and applied to counseling issues. It will also describe the counseling process and the nature and role of the counselor as a person and as a professional.

MN488 - Case Studies in Leadership
BALM
Case studies will be selected for in-depth study of the application of leadership concepts with particular reference to those concepts found in Scripture. Students will develop a written analysis of their style of leadership. Related issues are introduced through readings.

PS-PROFESSIONAL STUDIES

PS180 - Goals, Priorities and Attitudes
BSOL
The setting of goals, as well as the priorities necessary to attain these goals, with an emphasis upon how prioritized goals relate to the student’s Christian worldview of life and the workplace. The attitude of the individual including other aspects of psychological makeup and how it impacts upon the ability and willingness to set goals and priorities. An emphasis upon how goals, priorities and attitudes can lead to effective Christian personal management.
PS286 - Essentials of Management
BSOL
A study of the five parts of managing organizations – planning, organizing, staffing, leading, and controlling/evaluating – with the study of principles for application of both not-for-profit and for-profit organizations and applications with references to Scripture.

PS387 - Organizational Behavior
BSOL
Organizational goals, priorities and strategies interfacing with the behavior of individuals and groups inside the organization and in other affecting organizations. Attention will be given to the effect of organizational culture, government laws and regulations and the economy upon organizational behavior.

PS390 - Marketing Concepts and Applications
BSOL
Managers and their understanding of the role of marketing for an organization will be studies. Emphasis will be given to the factors that affect consumer behavior, the development and evaluation of an organization’s marketing strategies, and the fundamental marketing variables.

PS484 - Cutting Issues in Management
BSOL
A modular course for managers allowing them to build upon the principles of management to study the current trends and developments in the field of management as found in business currently and in the thinking of writers in the field.

PS488 - Case Studies in Leadership
BSOL
Case studies will be selected for in-depth study of the application of leadership concepts with particular reference to those concepts found in Scripture. Students will develop a written analysis of their style of leadership. Related issues are introduced through readings.

PS489 - Accounting for Managers
BSOL
The acquisition, analysis and reporting of financial information is important to the individual manager and the organization will be studied. Special attention will be given to the planning and control responsibilities of practicing managers. Individuals should gain confidence in their ability to interpret and use financial information for more effective decision-making.

PS491 - Economics and the Manager
BSOL
This modular course is focused on the use of economics in making managerial decisions both within an organization and in the larger market arena. Issues involving scarcity and choice, the United States economy, price, production, cost, competition, money, income, business cycles and international trade are included.

PS494 - Case Studies in Ethics
BSOL
This modular course includes reading, discussion and development of papers pertaining to relevant case studies and reading involving ethical issues applied to actual situations.