Calvary Bible Institute

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www.CalvaryBibleInstitute.org

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Training Leaders for the Global Community

Approved to Operate by:
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INTRODUCTION

The purpose of this catalog is to provide information for the prospective and/or current student regarding the academic programs and policies of Calvary Bible Institute (CBI). Students having questions or concerns that are not answered in this publication are invited to call our administrative offices at (202) 269-0578. You may also email us at CBI@CalvaryBibleInstitute.org, or write to:

Calvary Bible Institute
610 Rhode Island Avenue, N.E.
Washington, D.C. 20002

AFFILIATION & PARTNERSHIP

Calvary Bible Institute is affiliated with the Greater Mt. Calvary Holy Church which serves as the International Headquarters for the Mt. Calvary Holy Church of America, Inc.

PARTNERSHIP

Lancaster Bible College (LCB) accepts transfer credit from accredited institutions of higher education and from other institutions of higher education which have comparable academic standards. LBC recognizes that courses at Calvary Bible Institute have similar academic standards to those of LBC and are therefore transferable. Furthermore, students at Calvary Bible Institute who meet all admissions criteria would be considered for acceptance into Accelerated Undergraduate Degree Programs at LBC. This would allow Calvary bible Institute students the opportunity to earn various degrees via online course delivery or on campus should the student attend one of LBC's physical locations. Students who are interested in other degree programs at LBC will be assessed on a case by case basis. Students will also have the ability to transfer credits from Calvary Bible Institute to Continuing Education Units (CEUs) to earn LBC certificates. Students who are interested in applying to LBC's Accelerated Undergraduate Degree Programs or receiving more detailed information can visit LBC online at www.lbc.edu/aud or call 1-800-544-7335.

In addition, Southeastern University (SEU) in Lakeland, Florida (www.seu.edu) entered into an articulation agreement with Calvary Bible Institute in Washington, DC, on 8/1/24, to accept approved credits from its program (e.g., Certificate of Biblical Studies, CM485 Cybersecurity Fundamentals, MN100 Preparing for Christian Ministry, and TH203 Principles of Leadership) for transfer of credit into 12 possible degree programs::

Associate of Ministerial Leadership
Bachelor of Science in Ministerial Leadership: Biblical Studies
Bachelor of Science in Ministerial Leadership: Christian Ministry
Bachelor of Science in Ministerial Leadership: Ministerial Leadership
Bachelor of Science in Ministerial Leadership: Pastoral Care & Counseling
Bachelor of Science in Ministerial Leadership: Worship Ministries
Bachelor of Business Administration
Bachelor of Science in Management

Bachelor of Science in Organizational Leadership
Bachelor of Arts in Communication & Public Relations
Bachelor of Science in Communication & Public Relations
Bachelor of Science in Digital Media & Design, or
Bachelor of Business Administration in Cybersecurity degree program

***This articulation agreement covers students who began their program at Calvary Bible Institute in the 2023-2024 academic year or later.**

STATEMENT OF NON-DISCRIMINATION

Calvary Bible Institute does not discriminate in admission to its educational programs on the basis of race, sex, color, national or ethnic origin, age, or physical disability.

STATEMENT OF GOVERNANCE

Calvary Bible Institute operates under the governance of a Board of Directors as outlined on page 12 of this document (i.e., Board Officers, Board Members).

STATEMENT OF PURPOSE

The purpose of Calvary Bible Institute is to teach the principles of God's Word to men and women, thereby providing instruction on how to systematically read, study, and apply the Word of God. CBI has been established as a foundational basis for those who are earnest about the call of God and who desire to be better equipped for the work of the ministry which may be in the local church, or local or global communities. Calvary Bible Institute prepares persons to effectively function in the various offices within the Body of Christ as stated in Ephesians 4:11-12.

THE INSTITUTE'S MISSION

Calvary Bible Institute's mission is to provide higher education from a biblical worldview to equip students for life, leadership, and service, in the church, the community, and the world.

The foundational scripture for the Institute is II Timothy 2:15, which states:

> *"Study to show thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth." (KJV)*
>
> *"Work hard so God can approve you. Be a good worker, one who does not need to be ashamed and who correctly explains the word of truth." (NLT)*

The Institute's endeavor is authenticated by its offering of the following programs:

* **Certificate of Biblical Studies** *33 Hours of Coursework Required*
* **Certificate of Ministry** 43 *Hours of Coursework Required*

Calvary Bible Institute distributes course evaluations to the students at the end of each semester as a means of evaluating the program's success in light of being consistent with the Mission.

The Institute is presently considering re-instituting the Institutional Effectiveness Assessment method in an effort to improve its programs to further ensure consistency with the Mission.

STATEMENT OF FAITH

WE BELIEVE:

The Bible to be the Word of God: "In the beginning was the Word, and the Word was with God and the Word was God. The same was in the beginning with God." "All scripture is given by the inspiration of God and is profitable for doctrine, for instruction in righteousness." "For the Word of God is quick, and powerful, and sharper than any two edged sword."
(St. John 1:1, II Timothy 3:16, Hebrews 4:12)

In One God: "The Lord our God is one Lord." "For there are three that bear record in heaven, the Father, the Word and the Holy Ghost: and these are one."
(St. Mark 12:29, I John 5:7)

In Jesus Christ: "But these are written, that ye might believe Jesus is the Christ, the Son of God: and that believing ye might have life through His name." "And he hath on His vesture and on His thigh and name written, KING OF KINGS, AND LORD OF LORDS." "Christ died for our sins according to the scriptures: and that He was buried, and that He rose again the third day." "Who is gone into heaven, and is on the right hand of God: angels and authorities and powers being made subject to Him."
(St. John 20:31, Revelation 19:16, I Corinthians 14:3-4, I Peter 3:22)

Baptism of the Holy Spirit: "For John truly baptized with water, but ye shall be baptized with the Holy Ghost not many days hence." "Then laid they their hands on them, and they received the Holy Ghost. And they all were filled with the Holy Ghost, and began to speak with other tongues, as the Spirit gave them utterance." "But ye shall receive power, after that the Holy Ghost is come upon you: and ye shall be witnesses unto Me."
(Acts 1:5, Acts 8:17, Acts 1:8)

The Church is the Body of Christ: "Now ye are the body of Christ, and members in particular." "For as we have many members in one body, and all members have not the same office: so we, being many, are one body in Christ, and every one members of another."
(I Corinthians 12:28, Romans 12:4–5)

Christ Will Return/The Resurrection of the Dead: "For the Lord himself shall descend from heaven with a shout, with the voice of the archangel, and with the trump of God: and the dead in Christ shall rise first. Then we which are alive and remain shall be caught up together to meet with them in the clouds, to meet the Lord." (I Thessalonians 4:16–17)

Final Judgment: "For we must all appear before the judgment seat of Christ; that every one may receive the things done in His body, according to that which he hath done, whether it be good or bad." (II Corinthians 5:10)

Man is a Three Part Being: "The very God of peace sanctify you wholly; and I pray God your whole spirit and soul and body be preserved blameless unto the coming of our Lord Jesus Christ." (I Thessalonians 5:23)

GREETINGS FROM THE Chancellors





Dear Student:

We greet you in the precious name of our Lord and Savior, Jesus Christ!

It is with great pleasure that we welcome you to Calvary Bible Institute. We are delighted that you have considered our Institute as the vehicle to assist you in learning more of the Word of God and in strengthening your walk with Him. You will find that our curriculum is both challenging and rewarding.

We have an anointed staff of qualified instructors who are committed to the task of helping you grow in the Lord. Our foundation is based on the Word of God and we strive to study to show ourselves approved unto God (II Timothy 2:15).

In St. Matthew 20:27-28, Jesus said, "And whosoever will be chief among you, let him be your servant. Even as the Son of man came not to be ministered unto, but to minister, and to give his life a ransom for many." As pastors, we are committed to servant-leadership. In like manner, Calvary Bible Institute is committed to training men and women for Kingdom service that may be local, national, or worldwide. We understand that ministry is not confined to the pulpit, but it extends beyond the four walls of the church building. Therefore, our goal is to equip you with the necessary tools to minister the gospel of Jesus Christ into the uttermost parts of the earth. The Great Commission in St. Matthew 28:19-20 admonishes us to do so.

Once again, we sincerely welcome and thank you for choosing Calvary Bible Institute.

May God continue to add His richest blessings upon your life as you grow in Him.

Because of Calvary,

Bishop Alfred A. Owens, Jr., D. Min
Co-Pastor Susie C. Owens, MARS, D.Min

HISTORY OF THE INSTITUTE

Calvary Bible Institute was founded in the Fall of 1985 by Bishop Alfred A. Owens, Jr. The Institute functioned as a ministry of the Greater Mount Calvary Holy Church. The Bishop's purpose for establishing the Institute was to provide a systematic and well-structured Biblical Studies Program for the members of the church. However, the scope of the Institute has broadened and now includes persons from at least eight denominations throughout the Washington DC Metropolis. Students were initially required to complete three one-year courses from the Through the Bible In One Year Series published by Virgil Hensley Publishers of Tulsa, OK. As the church and need of the people grew, additional core and elective courses were added to the initial curriculum. The school instituted a semester hour system. In support of the founder's vision, the main goal for Calvary Bible Institute is to offer a Bachelor's degree in Biblical studies. The following timeline reveals major events in the life of the Institute:

1988 The first class successfully satisfied the one-year certificate program's academic requirements and 25 students graduated.

1991 The Institute moved from its location at 625 Park Road, Northwest, to its present location at 610 Rhode Island Avenue, Northeast.

1993 CBI became a member school of the Oral Roberts University Educational Fellowship (ORUEF), made an application for accreditation through the International Christian Accrediting Association (ICAA) and was accepted for candidate status. Eighty-five students graduated from the program.

1996 CBI received full accreditation from ICCA. One hundred and fifty-four students graduated from the certificate program.

1998 CBI celebrated its 11th graduating class, and Minister T. Cedric Brown was appointed the Acting Dean. Today, he's Associate Pastor T. Cedric Brown.

2000 CBI hired its first full-time Assistant Dean and Registrar.

2001 CBI passed its mandatory accreditation re-evaluation site visit and maintained its accredited status with the International Christian Accrediting Association.

2002 CBI added a new program of instruction, the Certificate of Ministry Program.

2003 CBI instituted an Advisory Board consisting of a Chair, Co-Chair, Secretary, and five board members.

2003 CBI celebrated its 16th graduating class, and Minister Karen P. McNair was appointed as Dean.

2004 The CBI Alma mater was introduced; written by Audrietta C. Izlar.

2005 Online registration began with the Spring 2005 semester.

2006 The Institute received its Non-degree license via the District of Columbia Education Licensure Commission.

2007 The Calvary Bible Institute Alumni Association began in 2007.

2010 Calvary Bible Institute received applicant status with the Association for Biblical Higher Education.

2011 Calvary Bible Institute first received United Way and Combined Federal Campaign Designation.

2012 to 2026 CBI has maintained United Way and Combined Federal Campaign designations.

2024 Reverend Rodney L. Carter, Jr., became President.

CBI ACADEMIC CALENDAR 2026 – 2027

May 17 - August 31	Fall 2026 - Online Registration
August 24	Fall 2026 – Classes Begin
September 7	Labor Day (No classes)
September 7	Last Day to add/drop
September 7	Last day to Withdraw with "W" grade
October 12 - 17	Midterm Exams
October 30 - January 18	Spring 2027 - Online Registration
November 26	Thanksgiving Day (No classes)
December 7 – 17	Final Exams
December 21	Final Grades Due
December 21 - January 8	Christmas Break - No classes
January 10, 2027	Spring 2027 – Classes Begin
January 18	Last day to add/drop
January 18	Martin Luther King, Jr. Holiday (No classes)

January 18	Last day to Withdraw with "W" grade
February 3	Virtual Prayer - 5:00 pm - 7:00 pm
March 1 - March 6	Midterm Exams
March 15 - March 20	Spring Break
May 3 - May 8	Final Exams
May 15	Final Grades Due
June 5	Graduation

THE OFFICERS and BOARD OF DIRECTORS

Pastor Rodney L. Carter, Jr., President
Greater Mt. Calvary Holy Church, Lead Pastor
Washington, DC

Archbishop Alfred A. Owens, Jr., DMIN, Founder, Chancellor
Greater Mt. Calvary Holy Church, Founding Pastor
Washington, DC

Dr. Susie C. Owens, Co-Founder, Vice Chancellor
Greater Mt. Calvary Holy Church, Founding Co-Pastor
Washington, DC

Elder Karen P. McNair, DSL, Dean
Calvary Bible Institute, Inc.
Washington, DC

Elder Jean D. Mathis, MA, Secretary
JD Mathis, LLC
Oxon, Hill, MD

DIRECTORS

Elder Cherese Y. Carter, M.Ed., LPC
Licensed Clinical Professional Counselor - Private Practice
Bowie, MD

Mr. Michael L. Matthews, BA
The Ritz-Carlton, Tysons Corner, The Ritz-Carlton, Georgetown
Dual Director of Sales & Marketing
Fairfax County, VA and Washington, DC

Tori Rhoulac Smith, Ph.D.
*Forward*ability, LLC
Consulting Services, STEM Education in Higher Education Contexts
Knightdale (Raliegh area), NC

THE ADMINISTRATION / STAFF

Ms. Rita Meade, BS, Acting Registrar, Volunteer
Evangelist Saundra Ashby, MS, Program Communication Manager, Volunteer
Minister Nadia A. Trowers, MA, Communications Specialist, Volunteer
Calvary Bible Institute, Inc.
Washington, DC

The **Board of Directors** provides proper financial oversight to ensure adequate resources. One of the board's foremost responsibilities is to provide adequate resources for the organization to fulfill its mission. The Board is responsible for ensuring legal and ethical integrity, as well as maintaining accountability. The Board also ensures effective organizational planning, actively participating in an overall planning process. The Board is responsible for enhancing the organization's public standing.

The **President** of the Board of Directors serves as the Principal Executive Officer of the Corporation and shall serve as the President of the Board of Directors. The President is also responsible for seeing that the policies of the Corporation (i.e., and Institute) as established by the Board of Directors are carried out.

The **Chancellors** serve and assist the President of the Corporation and are responsible for assisting the President in seeing that the policies of the Corporation (i.e., and Institute) as established by the Board of Directors are carried out, while also serving in an advisory capacity.

The **Dean** directs all day-to-day operations of the Institute i.e., business, financial, legal affairs and the academic affairs of the Institution. The Dean acts in the stead of the President and chief executive, having the responsibility of seeing that the policies of the Corporation (i.e., and Institute) as established by the Board of Directors.

The **Secretary** is the custodian of the corporate records of the corporation, and in general performs all duties incident to the Office of Secretary, and performing duties assigned by the President or the Board of Directors.

The **Treasurer** has the charge of maintenance of adequate books of account for the Institute, and custody of all funds and securities, performing all the duties incident to the Office of Treasurer and other duties as assigned by the President/Chairman or by the Board of Directors.

The **Registrar** manages an essential admissions/registration function and administers the creation and maintenance of permanent academic and administrative records, while assuring the integrity, condition, and access to those documents. The Registrar supervises the issuance of official documents.

FACILITIES

The Calvary Bible Institute (CBI) administrative office is located at 610 Rhode Island Ave., NE, Washington, DC, 20002, 2nd floor of Greater Mt. Calvary Holy Church (GMCHC).

TRANSPORTATION & PARKING

Calvary Bible Institute is conveniently located across from the Rhode Island Ave. Metro station, advantageous for students that do not drive. Free parking is available (a) on the church's parking lot, (b) in the Bryant Street Parking garage adjacent to GMCHC, and in the Metro station's parking facility after 5:00 p.m., Monday through Friday, as well as in designated areas in the near vicinity (i.e., behind the FLCC, street parking after 6:30 pm in front of the buildings).

ADMINISTRATION OFFICE HOURS

The administrative office hours are 8:30 a.m. – 5:00 p.m., Monday through Friday.

LIBRARY

The Calvary Bible Institute reference library is located on the second floor at the Greater Mt. Calvary Holy Church, at 610 Rhode Island Ave., NE. While the library contains over 3565 volumes and 2996 titles that include books, and online periodicals, a listing of these are accessible at www.CalvaryBibleInstitute.org. Two volunteer librarians, including one retiree, serve as our acting librarians and chief advisors. Less borrowing privileges, CBI students may utilize the following libraries: Catholic University, Howard University School of Divinity Library, and Leland Center for Theological Studies, and Montgomery Community College,.

Students may also access free online subscriptions to resource information that supports the CBI academic programs from the CBI web site at www.CalvaryBibleInstitute.org by selecting Library from the home page.

TEXTBOOKS

During all school sessions and upon registration, students may purchase textbooks from area bookstores convenient for them. Students are encouraged to purchase textbooks for courses in which they have enrolled. Students also have the choice of purchasing their books from any online resource.

THE ADMISSIONS PROCESS

Calvary Bible Institute is an equal opportunity Christian education institution that admits applicants without regard to race, gender, ethnic group, handicap status, veteran status, or denominational affiliation. The criteria for admission are as follows:

1. To be considered for admission, applicants must submit an Application for Admission. (visit www.CalvaryBibleInstitute.org.)

2. Applicants must be at least 18 years of age and possess high-school equivalency.

Prospective students are encouraged to apply for admission as early as possible. Applications must be submitted online. All application materials should be forwarded electronically to Admissions@CalvaryBibleInstitute.org prior to August 1 for Fall admission, December 1 for Spring admission.

Required documents may also be uploaded into the online application. Students may be admitted provisionally when a completed application, personal essay and proof that transcripts have been requested to be sent to Calvary Bible Institute is received by CBI. The student should submit applications materials to be accepted into the Institute. Provisional Acceptance is at the discretion of the Institute.

- Students will be allowed to register for classes upon acceptance into the Institute.

OFFER OF ADMISSION

Applicants admitted to the Institute will receive an offer of admission electronically. The Offer of Admission requires a response and must be signed, dated and returned to Admissions@CalvryBibleInstitute.org within 10 days if the applicant wishes to accept, and proceed with the invitation. A Welcome message from the Institute's College Management System Populi will send instructions on how to register for classes. Registering for class also will indicate a positive response. If the offer is voided or the applicant does not return the signed Offer of Admission, the applicant's application will remain on file for two years and the applicant must submit another application to be considered for admission. Students are also required to electronically sign an enrollment agreement for all online class enrollments.

RE-ENROLLMENT (ADMISSION) PROCEDURES

Students who have not attended classes at Calvary Bible Institute for a period of two year or more are considered inactive and must complete a new application to be re-admitted. Therefore, the student is required to follow the initial admission procedures.

TRANSFER CREDIT

Calvary Bible Institute does not accept transfer credits at this time. Students desiring to transfer CBI credits to another institution (i.e., post-secondary institution) must adhere to the guidelines of the pursuing institution, meaning the acceptance of credits earned at CBI is at the sole discretion of the accepting institution. CBI has formal partnership agreement with Lancaster Bible College and Southeastern University (see details on page 3 of this document).

METHOD OF PAYMENT

Calvary Bible Institute accepts credit cards, debit cards with the VISA logo, and money orders.

SCHEDULE OF FEES

Application Fees:	
Certificate of Biblical Studies	**$25**
Certificate of Ministry	**$25**
Course Fee Per Semester Credit Hour:	**$35**
Technical Fee (Non-refundable)	**$10**
Audit Fee Per Semester Credit Hour:	**$25**
Graduation Fee:	**$55**
Includes Administrative Fees, Diploma, and Cap and Gown Rental	
Transcripts:	
Unofficial Copy (Issued to Students)	**Complimentary**
Official Copy (Issued to Colleges, etc.)	**$5**
Diploma Replacement Fee:	**$55**

Calvary Bible Institute does not participate in Federal Student Aid (FSA) programs. Funded by Calvary Bible Institute's partnering institution, as funds are available, Lancaster Bible College, students graduating from CBI that meet the eligibility requirements may apply for "The Bishop Alfred A. Owens, Jr. Educational Legacy Scholarship Award, ranging from $2,500 - $5,000:" ***Purpose:*** The **Bishop Alfred A. Owens, Jr. Legacy Scholarship Award** will be given annually to a graduating student(s) of Calvary Bible Institute who has demonstrated leadership qualities, a passion for the Christian Ministry, and a desire to continue the pursuit of excellence through education. The scholarship was established to honor Bishop Alfred A. Owens, Jr.'s fifty plus years in ministry and legacy of outstanding leadership in the areas of ministry, community collaboration service, and education. The awarding of this annual scholarship demonstrates Lancaster Bible College's commitment to building community partnerships in education and growing the relationship with Calvary Bible Institute and the Greater Mt. Calvary Holy Church, its partners, and affiliates.

TUITION REFUND POLICY

Students can receive a tuition refund or avoid tuition debt in the following circumstances:

1. **Dropping a class during Add/Drop period**
   To receive a refund, drop a class by the last day to drop (withdraw).

2. **Dropping a class after Add/Drop period**
   If a class is dropped the first week after the last Add/Drop date, a student will receive a 50% refund of tuition paid. If a class is dropped the second or succeeding weeks after the last Add/Drop date, there is 0% refund.

3. **Institute Class Cancellation**
   If Calvary Bible Institute (CBI) cancels a class, you will automatically receive a refund.

4. **Proper Class Drop/Withdrawal Procedure**
   If a student decides not to take a class they've registered for, they must drop through the Populi system (a) if during the Add/Drop period. (b) If after the Add/Drop period, complete the Withdrawal Request Form online at www.CalvaryBibleInstitute.org, select Students, Student Forms, Withdrawal Request Form. 0% refund if the form is not submitted after the Add/Drop period. **It is the student's responsibility to ensure the class is dropped, and verify by viewing the unofficial student transcript in Populi after the class is dropped.**

5. **Tuition – Audit vs. Enrolled**
   The student should confirm proper class status desired Audit or Enrolled class status, after registering, as this determines the tuition charge. **Confirm the class status is as desired by viewing the unofficial student transcript in Populi. Class status changes must occur during Add/Drop period.** Be sure to Review Audit Policy.

6. **When to Expect Refund**
   Refunds may take up to 14 business days after posted to the student's account in Populi, and in the same form of payment used to pay for the class.

7. **Special Circumstances**
   A student may request an exception to the Institute's Tuition Refund Policy regarding tuition debt after the last date to drop with refund for one of the following circumstances:
   All requests must be submitted within 90 days of date of occurrence.
   a. Medical Emergency defined as an extended illness or major medical event affecting you the student or a member of the student's immediate family (mother, father, sister, brother, husband, wife, child or grandparent) occurring after the Add/Drop period.
   b. Death of the student or death of a member of the student's immediate family (mother, father, sister, brother, husband, wife, child or grandparent).
   c. Administrative error by the Institute.
   d. Extreme financial hardship on the part of the student.

STUDENT RIGHTS AND RESPONSIBILITIES

Student Rights

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no Institute rule or administrative rule that in any way abridges the rights of freedom of speech, expression, petition and peaceful assembly as set forth in the U.S. Constitution.

2. Each student shall have the right to participate in all areas and activities of the Institute, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status in accordance with applicable federal and state laws.

3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and Institute authorities alike.

4. Each student subject to disciplinary action arising from violations of the Institute's Student Rules shall be assured a fundamentally fair process.

Student Responsibilities

1. Student has the responsibility to respect the rights and property of others, including other students, the faculty and Institute officials.

2. A student has the responsibility to be fully acquainted with the published Institute's Student Rules and to comply with them, as well as federal, state, and local laws.

3. Students have the responsibility to recognize that their actions reflect upon the individuals involved and upon the entire Institute community.

4. Student has the responsibility to maintain a level of behavior which is consistent in supporting the learning environment of the institution and to recognize the Institute's obligation to provide an environment for learning.

5. Students have the right to inspect and review their educational record maintained by the school.

6. Student has the right to request that the school correct records which they believe to be inaccurate or misleading; otherwise, the student may request a hearing by appropriate personnel of the institution for resolution.

*The institution must have written permission from the student to release their educational record.

Student Complaints: Students may submit a complaint to Calvary Bible Institute through the Student Inquiry form by selecting Students, Online forms, Student Inquiry form, from the home page of the CBI web site at www.CalvaryBibleInstitute.org.

GRADING SYSTEM

CBI uses the semester credit measure in which 1 credit = fifteen 50-minute hours of in class instruction.

Letter Grade	Description	Percentage	Grade Point
A +	Excellent	97-100	4.00
A	Excellent	93-96	3.70
A -	Excellent	90-92	3.40
B +	Good	87-89	3.30
B	Good	83-86	3.00
B -	Good	80-82	2.70
C +	Average	77-79	2.30
C	Average	73-76	2.00
C -	Average	70-72	1.70
D +	Below Average	67-69	1.30
D	Below Average	63-66	1.00
D -	Below Average	60-62	0.70
F	Failure	0-59	0.00
P	Pass	N/A	N/A
AUD	Audit		
FN	Failure for non attendance	N/A	N/A
I	Incomplete	N/A	N/A
IP	In Progress	N/A	N/A
R	Retake	N/A	N/A
W	Withdraw	N/A	N/A
WF	Withdraw Fail	N/A	N/A
WP	Withdraw Pass	N/A	N/A

Calculation of Grade Point Average

All grades are to be converted to a four-point grading system. Pass/Fail and Audit course grades are not used in the calculation of the Grade Point Average (GPA).

(1) GPA
a. Multiply the number of semester credit hours for a course by the number of corresponding quality points earned for the course: do this for each course. Quality points are the same as grade points. Quality points representing + or – grades should be included in computing the GPA.
b. Divide the total number of quality points earned for the semester by the total number of semester credits earned. The quotient will be the grade point average.

(2) Cumulative Grade Point Average (GPA) Calculation - Divide the total quality points earned for all semesters by the total credits earned for all semesters. The quotient will be the cumulative GPA.

** Students' final grades are posted in the student's profile within the College Management System, Populi, at the end of each semester.

Explanations, AUD - WP:

(a) AUD = Audit

CBI Audit Policy

Students may enroll in courses on an audit basis. However, while grades may be received for course work, grades are not included in the course itself. Thus, audited courses are not included in the calculation of grade point average. ***Class attendance and full participation, full engagement during classes however, are required.*** Students may request the option to receive a grade, meaning their course status will change to "Credit," by contacting the Registrar at registrar@CalvaryBibleInstitute.org.
See www.CalvaryBibleInstitute.org/Academics, search for Academic Catalog.

(b) FN = Failure for non-attendance:

The student receives a failing grade due to non-attendance. (Report the student's name and grade status to registrar@CalvaryBibleInstitute.org.)

(c) I = Incomplete:

CBI Incomplete Policy

An Incomplete (I) is received when a student has completed the majority of the course work in a class but due to extenuating circumstances, is unable to complete the course. An Incomplete is not a final grade, however, it provides the student an opportunity to delay the grading process until all coursework is completed for a final grade. The student must complete all required course work in no more than one semester, the standard length of time determined by the Institute. Upon successful completion of the required course work, the Incomplete (I) will be replaced with a final grade. However, if the required coursework is not satisfied within the allotted time frame, the Incomplete will be changed to an F and calculated in the student's GPA. See www.CalvaryBibleInstitute.org/Academics, search for Academic Catalog.

(d) IP = In Progress:

IP or In Progress appears on the student's transcript when the class they are taking is still in progress.

(e) R = Retake:

R or Retake also appears on the student's transcript when they are retaking the course.

(f) W = Withdraw:

W or withdraw will appear on the student's transcript when they withdraw from the course. (Report the student's name and grade status to registrar@CalvaryBibleInstitute.org.)

(g) WF = Withdraw Fail:

WF or Withdraw Fail will appear on the student's transcript when they are failing at the time of withdrawal.
(Report the student's name and grade status to registrar@CalvaryBibleInstitute.org.)

(h) WP = Withdraw Pass:

WP or Withdraw Pass will appear on the student's transcript when they are failing at the time in which they withdraw. Report the student's name grade status to registrar@CalvaryBibleInstitute.org.
(Report the student's name and grade status to registrar@CalvaryBibleInstitute.org.)

TRANSCRIPTS

Official transcripts illustrating students' academic records are issued by the Registrar and may be released to a third part only upon receipt of written authorization from the student. Transcripts list the students name, address, list of courses taken and grade for each course, and the cumulative GPA. Students are now able to view unofficial transcript in the Populi College Management System. Official transcripts are sent encrypted via email to the requested Institution by the student via the online Transcript Request form. Records are not released if the student has a balance on their account.

ACADEMIC REQUIREMENTS

Students are required to maintain a minimum GPA (grade point average) of 2.00 throughout their academic enrollment. All core curriculum courses must be completed with a grade of C (2.00) or better. Students are required to retake those core courses for which a grade below a C (2.00) is received, as a grade of C (2.00) or better is considered successful completion of a course. Students who receive a failing grade in any course must retake that course to receive a passing grade. Students who do not maintain the required GPA of 2.00 for a given semester will be subject to one of the following corrective measures: *academic warning, academic probation,* or *academic suspension* (see section entitled, STUDENT DISCIPLINARY ACTION PROCEDURES).

ACADEMIC ADVISEMENT

Academic Advisors are provided to assist students in planning their academic programs. Academic advisors are not authorized to change established policy for the Institute. Students should contact the CBI administrative office to arrange appointments, as advisement is available for all certificate programs outside of a course's regularly scheduled hours. **Within the Populi College Management System, students may view their unofficial transcript and financial records by selecting the 'Students' and 'Financial' tabs on their Profile**. **Students may also submit a "Student Inquiry" for additional assistance by selecting "Students, Online forms, then Student Inquiry form from the home page of the CBI web site** (www.CalvaryBibleInstitute.org.)

ATTENDANCE

Students are expected to attend all courses for which they've registered. For online classes, cameras must be on to be counted present. Students are expected to be punctual and fully participate in the learning process, as attendance is important to achieve success in a course. Students are allowed no more than three (3) unexcused absences per semester. Excessive absenteeism and/or tardiness may result in a student receiving a failing grade for the course, suspension, or dismissal (i.e., See Student Disciplinary Action Procedures, Grievance Policy/Procedure, and Re-Admission Following Suspension/Dismissal.) Fifteen-minute arrival after the class start time is considered late or tardy arrival which is to be discussed with the instructor to confirm whether the tardiness is excused or unexcused. An extenuating circumstance constitutes an excused absence yet accountability to the instructor within 24 hours of the class is required for all absences. The contrary is considered an unexcused absence. Make up work is required resulting from all absences, where applicable and feasible for the instructor, as 'oral presentations' are not feasible to be made up. Early dismissal does occur during inclement weather. Attendance is tracked by each individual instructor. Limitations on the time or number of leaves of absences will be on a case-by-case basis, as well as actions taken should the student not resume attendance on the return (e.g., actions that are congruent with the Student Disciplinary Action Procedures, and Re-Admission Following Suspension/Dismissal.)

WITHDRAWAL PROCEDURES

To initiate the withdrawal process, complete the Withdrawal Request Form (see www.CalvaryBibleInstitute.org, Students, Student Forms, Withdrawal Request Form.) The withdrawal will be reflected by a course grade of (W) on the student's transcript. The withdrawal has no grade value.

VOLUNTARY WITHDRAWALS

Voluntary withdrawals from a course prior to the end of the eighth week of the 15-week semester, the week of midterm, will result in a Withdrawal (W) on the student's academic report and transcript. Voluntary withdrawals from a course after the eighth week of the semester of enrollment, in which case the student was passing or failing at the time of the withdrawal, will result in a (W) on the student's academic report and transcript. Grades are not received for withdrawals. Therefore, the (W) is not calculated in the grade point average or cumulative GPA. The student must successfully complete the course to receive an official grade.

INCOMPLETE

An Incomplete (I) is received when a student has completed most of the course work in a class but due to extenuating circumstances, is unable to complete the course. An Incomplete is not a final grade, however, it provides the student an opportunity to delay the grading process until all coursework is completed for a final grade. The student must complete all required course work in no more than one semester, the standard length of time determined by the Institute. Upon successful completion of the required course work, the Incomplete (I) will be removed and replaced with a final grade. However, if the required coursework is not satisfied within the allotted time frame, the Incomplete will be changed to an F and calculated in the student's GPA.

COURSE LOAD REQUIREMENTS

Students are required to take at least one 3 credit course per semester to maintain active enrollment. All courses are 3 semester credit hours unless noted otherwise.

AUDIT POLICY

Students may enroll in courses on an audit basis within the first two weeks of the semester. However, while grades may be received for course work, grades are not received for the course itself. Thus, audited courses are not included in the calculation of grade point average. Class attendance and full participation, however, are required. Students may request the option to receive a grade, meaning their course status will change to "For Credit," by submitting the Change of Registration form to the Registrar.

COURSE CANCELLATION POLICY

The administration may cancel a course at the close of any registration period due to unforeseen circumstances. Courses may also be cancelled if the enrollment falls below the Institute's minimum enrollment requirement. Students will be notified upon official cancellation of a course and given one week from the date of notification to register for a different course, at no additional charge. Otherwise, the student may request a refund in accordance with the refund policy.

HONOR CODE

At all times, students are to conduct themselves in a manner that reflects good Christian character. Students are required to read, sign and date the school's *Honor Code* in the *Honor Code & Certification* section of the student enrollment application i.e., Application for Admission. Signing the paper enrollment form or processing the application for admission online is a student's confirmation of agreeing to adhere to the *Honor Code, which includes academic integrity and academic integrity within an online environment*. Upon reading the *Honor Code* online, students are required to type their name as confirmation of this agreement. This signed certification serves as a written agreement between the student and the administration. Violation of the *Honor Code* and other violations, such as possession and/or use of alcoholic beverages, illicit drugs, profanity, and sexual impropriety, are grounds for suspension or dismissal from the Institute. Cheating is grounds for automatic suspension.

Purpose of Honor Code and Standards of Conduct:

To provide students with a Christian environment for Biblical studies that promotes trust, honor, and Christian character. Students acknowledge the values of respect and academic integrity in course activities the entirety of matriculation at Calvary Bible Institute (CBI). CBI students are committed to upholding these values of spiritual and educational excellence.

Application of Honor Code:

This Honor Code shall apply to all students enrolled in Calvary Bible Institute (CBI). At all times, students are to conduct themselves in a manner that reflects good Christian character.

Students are responsible for adhering to academic guidelines outlined in the Academic Catalog.

Students are to adhere to the community values of the CBI online environment.

- Academic Integrity
- Personal Integrity

Application of Standards of Conduct:

This Standards of Conduct shall apply to all students enrolled in Calvary Bible Institute (CBI).

- Students are to conduct themselves in a manner that reflects good Christian character.
- Students acknowledge commitment to honest work and full participation in all academic matters and practice.
- Students acknowledge respect and honor toward fellow students, faculty, and staff in the CBI community.

Any conduct which tends to violate any of these standards and those outlined in the Academic Catalog is considered unethical and are grounds for suspension or dismissal from the Institute.

Violations also include.

- plagiarism
- cheating
- possession and/or use of alcoholic beverages,
- illicit drugs,
- profanity,
- and sexual impropriety

Students are required to read, sign and date the Institute's Code of Honor and Standards of Conduct.

DRESS CODE

Students are expected to always dress appropriately. As representatives of Christ, they are to present their bodies a living sacrifice, holy and acceptable to God. (Romans 12:1).

STUDENT DISCIPLINARY ACTION PROCEDURES

Academic Warning
Students will receive a written warning when they fail to maintain the required cumulative GPA of 2.00 for one semester.
Academic Probation
The student's status is reviewed the semester following the *academic warning*. Students are placed on *academic probation* for one semester when their performance falls below the minimum 2.00 cumulative GPA.
Academic Suspension
When a student's academic performance falls below the minimum cumulative 2.0 GPA while on *academic probation*, they will be placed on *academic suspension*, but may be reinstated if their cumulative GPA is 2.0 or above at the end of the semester of probation. Repeated violations for conduct (Code of Honor), or academic performance warrant indefinite suspension.

Students found in violation of these regulations are subject to the appropriate corrective and disciplinary measures set forth by the administration. Students will receive fair warning before action is taken. If a student does not adhere to the Institute's guidelines after their first warning, the student may be placed on suspension and/or dismissal from the Institute. Students desiring to appeal a disciplinary action must notify the Dean in writing within ten (10) calendar days of the date of their suspension letter. The appeal will then be forwarded to a faculty committee for a final decision. The student will receive written notification of the final decision in a timely manner. Any matter affecting Calvary Bible Institute's Non-Degree Institution license through the District of Columbia Higher Education Licensure Commission may be submitted to the Commission if not resolved by the school.

GRIEVANCE POLICY / PROCEDURE

A student or person who desires to file a complaint against Calvary Bible Institute should:

(a) Submit the complaint in writing to the Dean which will be reviewed by a faculty committee; a response for a resolution will be provided within 30 days of the complaint submitted; otherwise
(b) Sign the complaint and state the complainant's name and address, and
(c) Mail or deliver the complaint to the DC Higher Education Licensure Commission 1050 First Street NE, 5th Floor, Washington, DC 20002
(d) Students will not be subject to unfair action and or treatment by any CBI official because of the initiation of a complaint.

RE-ADMISSION FOLLOWING SUSPENSION/ DISMISSAL

Students suspended for any period of time may re-apply upon release of the suspension. The student must meet with the Dean who will determine if the student is willing and able to adhere to the Institute's policies.

STUDENT RECORDS

Student records are maintained in the CBI administrative office and securely online within Populi (i.e., the College Management System the Institute now uses) for a minimum of ten years that includes information such as:

Name of student, student address, title of program(s) in which enrolled, total number of hours of instruction received, dates of enrollment, grade record for each course and cumulative GPA, certificate or other credential awarded (when applicable), records related to financial payments and refunds, basis for admission, record for any grievance and subsequent resolution, and all correspondence related to recruitment, enrollment and placement of the student.

All information is confidential and protected in a secure location onsite at Calvary bible Institute, while CBI also adheres to the Privacy Act. Students are allowed to view their academic records in the presence of the Registrar or another designated CBI staff, if not the Dean when onsite. Students may not view the records of another student. Online, students have the capability to view their unofficial transcript, financial records, technology specifications, information exchange, privacy and safety policy within the Populi system by selecting the "?"(top right corner of home screen) and "Search the Knowledge Database," typing "technical requirements.") Official transcripts are sent encrypted via email to the requested Institution by the student via the online Transcript Request form.

Populi is the College Management System Calvary Bible Institute has implemented that allows the following, which the Institute now uses to better maintain student records and better serve our students: Technical Requirements for use of the system are

* Student Information System
* Online Admissions
* Student Life
* Integrated Library System
* Tuition Management
* Financial Aid
* Donor Management
* Learning Management System (Online delivery of courses)
* Student Billing
* Automated Data Backups
* Streaming Media Server
* School Communication System

Online Populi Technical Support hours are Monday – Friday 6:00 am – 5:00 pm Pacific time, which is 9:00 am – 5:00 pm Eastern Standard Time (EST); accessible in Populi at the "?" symbol, then by selecting "Contact Populi Support" and/or "Watch Populi Help Videos."

CERTIFICATE PROGRAMS

Calvary Bible Institute currently offers two certificate programs:

* Certificate of Biblical Studies
* Certificate of Ministry

Certificate of Biblical Studies (33 credits)

The *Certificate of Biblical Studies Program* is designed for persons desiring an in-depth knowledge of the Word of God within an academic arena. Seven core courses and three general electives are required to complete the Program.

Core Curriculum

BS101	Old Testament Survey	3 credits
BS102	New Testament Survey	3 credits
TH200	Pneumatology: Holy Spirit I	3 credits
CS200	Christian Service Seminar	3 credits
BS201	Bible Characters I	3 credits
BS202	Bible Characters II	3 credits
TH301	Bible Doctrines I	3 credits
TH302	Bible Doctrines II	3 credits

Students must also complete three (3) general elective courses (totaling 9 credit hours) to satisfy the requirements for the Certificate of Biblical Studies.

Certificate of Ministry (43 credits)

The *Certificate of Ministry Program* is designed for persons who desire a more extensive exploration of Biblical and religious studies. This program is also recommended for persons who feel called to preach and/or serve in ministry.

XXXX	*Biblical Studies Program Core Curriculum*	*24 credits*
MN100 *	Preparing for Christian Ministry	3 credits
PR201	Homiletics I	3 credits
PR202	Homiletics II	4 credits
BS230	Hermeneutics	3 credits
HI200	Black Pentecostal Church History	3 credits
TH203 *	Principles of Leadership	3 credits

** MN200 (Women in Ministry) may be substituted for MN100*
** Two 2 credit LEAD courses may be substituted for TH203 Principles of Leadership*

GRADUATION REQUIREMENTS

Eligibility requirements for graduation are as follows:

1. Completion of all program required courses with a grade of C or better.
2. Completion of at least 33 credit hours for the Certificate of Biblical Studies, or 43 or 44 credit hours for the Certificate of Ministry Program (i.e., 44 credits if the student pursues ministerial licensure) with a cumulative grade point average of 2.00 or better.
3. Students must submit an application for graduation along with the appropriate fee to the CBI Administration Office by the application deadline. (See Academic Calendar)
4. All financial obligations must be satisfied prior to the date of graduation.

JOB PLACEMENT

Calvary Bible Institute does not presently offer job placement assistance. However, it does forward student transcripts to institutions and agencies requesting confirmation of student enrollment.

COURSE/SUBJECT IDENTIFICATION

All courses have been assigned a name and course number. The alphanumeric course number sequences are determined by utilizing two letters of the alphabet and three numbers. Each group of letters represents a specific division of the program. The number is used to differentiate between the courses in a particular division. Definitions of the letters used in the course numbers are outlined accordingly:

BS Biblical Studies	MFS Men's Focus Studies
CD Chemical Dependency	MN Ministry
CO Counseling	MU Music
CM Communications	ORN Orientation
CS Christian Service	PSY Psychology
DR Drama	PL Practical Living
EN English	PR Preaching
EP Entrepreneurship	SL Sign Language
HI History	TE Teaching
LA Law	TC Technology
LD Liturgical Dance	TH Theology
LEAD Leadership	WFS Women's Focus Studies
MA Math	

COURSE DESCRIPTIONS

BS100 **Survey of the Psalms** **3 credit hours**
Examine the enduring relevance of the Psalms to today's theological, social, familial and cultural issues. Explore the various functions of the Psalms as Israel's guidebook to prayer, praise, and worship.

BS101 **Old Testament Survey** **3 credit hours**
Briefly examine all 39 books of the Old Testament, reviewing the major themes and controlling thoughts of scripture.

BS102 **New Testament Survey** **3 credit hours**
Briefly examine the 27 books of the New Testament, capturing the major themes and controlling thoughts of scripture.

BS103 **Knowing Who You Are in Christ** **3 credit hours**
Study the believer's identity in Christ. Provides self-examination of the Christian's walk with God. This course aids in the discovery of personal ministry.

BS103-2 **Knowing Who You Are in Christ** **2 credit hours**
Study the believer's identity in Christ. Provides self-examination of the Christian's walk with God. This course aids in the discovery of personal ministry.

BS111 **The Four Gospels** **3 credit hours**
Research the four gospels. Study the life and ministry of Jesus. Examine the literary content of the synoptic gospels (Matthew, Mark and Luke), discovering how they differ from the Gospel of St. John.
Prerequisite: BS102 New Testament Survey

BS113 **Paul's Letters I** **3 credit hours**
Study the four epistles in-depth. Examine Ephesians, Philippians, Colossians, and Philemon with special emphasis on the setting, purpose, and general content of each book.
Prerequisite: BS102 New Testament Survey

BS115 **Paul's Letters II** **3 credit hours**
Exegetically study I and II Timothy, and Titus. Review the setting, purpose, and content of each book. Research the life application and principles in these books for today's ministry.
Prerequisite: BS102 New Testament Survey

BS124 **Black Presence in the Bible** **3 credit hours**
Discover spiritual evidence that the Black man was alive and well during biblical times. Learn that there is a rich heritage of prominent, educated Black men and women that predated the records of modern history.

BS130 **The Wisdom Books** **3 credit hours**
This course will analyze the books of Job, Proverbs, Ecclesiastes and the book of love, the Song of Solomon, from an historical, theological and faith perspective.

BS133 **The Wisdom Books – A Concise View** **2 credit hours**
This course will analyze the books of Job, Proverbs, Ecclesiastes and the book of love, the Song of Solomon, from an historical, theological and faith perspective.

BS135 **Church Administration** **3 credit hours**

Acquire and improve administration skills for utilization in the local church. Improve management skills and increase the productivity with your organization, church, committee, department, or ministry within the Body of Christ. Examine the principal role of the church administrator.

BS200 **How to Study the Bible** **2 credit hours**

This course entails an in-depth overview of Bible study principles and practices. It is designed to help students study God's Holy Word from an objective point of view. Special attention will be given to study using the Inductive Method.

BS201 **Bible Characters I** **3 credit hours**

Study some of God's greatest Biblical characters, examining the strengths, weaknesses, victories and defeats of each. Discover proof of God's use of ordinary people to accomplish extraordinary things.

BS202 **Bible Characters II** **3 credit hours**

Continue the study of some of God's greatest Biblical characters, examining the strengths, weaknesses, victories and defeats of each. Discover proof of God's use of ordinary people to accomplish extraordinary things.

Prerequisite: BS101 Old Testament Survey, BS102 New Testament Survey
BS201 Bible Characters I

BS220 **Acts of the Apostles** **3 credit hours**

Study the Acts of the Apostles in-depth. Research the major characters highlighted in the book, focusing on their tremendous hardships and miraculous triumphs. Participate in discussions on the followers of the Early Church and the initial spread of Christianity throughout the world.

Prerequisite: BS102New Testament Survey

BS230 **Introduction to Hermeneutics** **3 credit hours**

Examine the basic methods and tools needed to interpret Scripture. Learn various literary styles that assist with reading the Bible in its historical context. Understand the true meaning of scripture.

Prerequisite: BS101 Old Testament Survey, BS102 New Testament Survey, BS202, TH301

BS232 **Advanced Hermeneutics** **3 credit hours**

Examine advanced techniques and tools needed to interpret Scripture. Learn various literary styles that assist with reading the Bible in its historical context. Understand the true meaning of scripture.

Prerequisite: BS230 Introduction to Hermeneutics

BS250 **Biblical Prophecy I** **3 credit hours**

Examine the commission and fulfillment of prophecy from Genesis to Malachi. Learn about Christ as the center of prophecy, and Israel as a tool of fulfillment. Also learn the prophecies that have already been fulfilled and those that have yet to be fulfilled.

Prerequisite: BS102 Old Testament Survey

BS260 **Biblical Prophecy II** **3 credit hours**

Examine the commission and fulfillment of prophecy from Matthew to Revelation. Study prophecy in the New Testament as it relates to the life of the believer.

Prerequisite: BS102 New Testament Survey

BS265 **A Study of the Books of Timothy** **3 credit hours**
The first and second books of Timothy are known as "pastoral epistles" because they are addressed to Timothy, who was responsible for overseeing the church in Ephesus in Paul's absence. However, the wisdom that Paul imparted to Timothy in these two books is not just for pastors, but for ministers and lay members as well, providing guidance for Christian living, Christian ministry and Christian doctrine.

BS270 **Law & Religion** **3 credit hours**
Examine the unique relationship between the laws and ethics of secular society and the religious beliefs of the sacred. Research the U.S. prison system and learn effective ways of ministering to the convicted felon.

BS300 **People, Places and Things** **3 credit hours**
This study explores the rich layers of Scripture by examining key figures, significant locations, and sacred objects that played vital roles in God's redemptive plan. Rooted in a Christian perspective, this journey invites students to reflect on how God continues to work in and through our lives today. Each session will explore how individuals, locations, and objects are woven into the biblical narrative, revealing theological and historical truths from Genesis to Revelation. Together, we'll gain a deeper understanding of how each element contributes to the larger story of faith, transformation, and the fulfillment of God's promises.

CD160 **Introduction to Chemical Dependency** **3 credit hours**
Receive introductory knowledge of the effects of addictions on individuals and families. Review effective treatment approaches to chemical dependency.

CE300 **Minister as Educator** **3 credit hours**
This course serves as a foundational introduction to the art of teaching, focusing on the skills, techniques, activities and resources that contribute to effective teaching in the 21st century.

CM201 **Public Speaking** **3 credit hours**
Students will examine the art of speech writing and effective public speaking; explore sound methods of voice diction, outlining, and delivery of speeches of varied occasions, working with specific themes and diverse situations.

CM202 **Basic Computer Concepts** **2 credit hours**
This course provides an introduction and overview of computer technology and word processing systems.

CM205 **Social Media 101** **2 credit hours**
This course is designed to expose the student to the world of social media and its culture. In the 21st Century, society, as well as the church-at-large, is driven by technology through the use of social media.

CM250 **Managing Life and Ministry Using Social Media** **2 credit hours**
Social Media is being utilized like never before to connect with family and friends. It has also become a relevant tool in ministry and outreach with the presence of COVID-19. The reach is immeasurable, and many ministries find it resourceful to connect with their constituents and beyond. This course will enlighten you on strategies, ethics and practical tools to successfully manage your social life and build a thriving ministry online.

CM260 **Interpersonal Communication** **2 credit hours**

This course will offer an introduction to the fundamental theories and principles of interpersonal communication with emphasis on analyzing and assessing the communication skills necessary to create and sustain effective communication in personal and professional relationships.

CM265 **Introduction to Podcasting** **2 credit hours**

This course will cover the basic steps to creating content, recording, and marketing an audio podcast broadcast. The layout of the basic technology and equipment needed for podcasting will be reviewed. Governing and legal implications will also be discussed.

CM267 **Podcast Production and Marketing** **2 credits hours**

This course will give students the theoretical and practical framework to produce a narrative podcast and gain enough skills for entry-level work in the growing podcast field. The course will focus on next level podcast production, learning how to interview, create narrative structures and incorporate sound design. Students will also explore how to identify an audience, distribute and market podcasts and get an understanding of analytics, metrics, and monetization practices, all within a framework of ethical production**.**

CM275 **Securing Your Assets** **2 credit hours**

This course introduces the most important topic in the 21 century --- securing business assets. Whether you are new to information security or a seasoned practitioner with a specialized focus, the Securing Your Assets course will provide the essential information security skills and techniques you need to protect and secure your critical information and technology assets, whether on-premises or in the cloud. Participants will also be shown how to directly apply the concept learned into a winning defensive strategy, all in the terms of the modern adversary. *This is how we fight; this is how we win!*

CM485 **Cybersecurity Fundamentals** **2 credit hours**

This course considers the contemporary cybersecurity threat landscape facing organizations. Students apply various risk frameworks to provide structure to the decision-making needed to invest in resources for security controls and countermeasures. Multiple strategies are explored, including policies, procedures, training, strategic alliances, technologies, and methodologies, especially drawing upon risk management and financial decision-making that are used in other sectors of an organization. Topics include qualitative and quantitative risk analysis, audits, metrics, vulnerability assessment, capital budgeting, return on security investment, legal and regulatory compliance, and security best practices. While this course was created to train anyone interested in pursuing a career in cybersecurity, it will also prepare students to be successful in taking on leadership roles in assuring the security of an organization's operations.

CO100 **Introduction to Biblical Counseling** **3 credit hours**

Examine the discipline of counseling from a biblical perspective. Participate in discussions on the role Christianity plays in the life of a counselor. Study introductory methods of counseling within various arenas.

CO200 **Faith and Life** **3 credit hours**

Students will obtain directives for providing Biblical encouragement, direction, and hope for hurting people by learning about such things as becoming an effective people helper, helping people change, repentance, and Godly sorrow.

CO300 **Marriage and Family** **3 credit hours**

Marriage should be the most fulfilling human relationship we will ever experience. This course provides insight on how to recognize "stressors" that can hinder and tear marriages apart. This course will also examine the different aspects of marital and family relationships.

CO400 Challenging Issues in Biblical Counseling 3 credit hours

This course provides and overview of Biblical counseling topics such as: What Would Jesus Think and Do? Understanding the Way of Christ, Ethical and Legal Issues In Lay Ministry, Family Systems: Breaking Unhealthy Patterns, Sexual Issues: Affairs, Homosexuality, Intimacy Roadblocks, Dysfunctions, Pain & Suffering: Helping People in a Hurting World, and Breaking the Bonds of Sexual Addiction.

CO430 Pastoral Counseling 3 credit hours

Students will engage in laying the foundation for utilizing the pastoral counseling relationship to bring about positive change as it explores topics such as observation, listening, communication, handling transference, and termination of the counseling relationship. The course will cover counseling topics that will include the following:

- ***Marriage Counseling***
- ***Family therapy***
- ***Counseling acquaintances***
- ***Person to person relationship***
- ***Practice of pastoral counseling in congregational ministry***

CO500 Emerging Issues in Biblical Counseling 3 credit hours

This course provides and overview of Biblical counseling topics such as: Managing Stress and Anxiety, Grief and Loss, Psychiatric Care and Medication, The Helper's Chair: Special Skills and Practice, Financial Bondage: Strategies for Freedom, and Anger Management.

CS200 Christian Service Seminar 3 credit hours

This course will help you to define and explain your spiritual gifts as they relate to your personal ministry and to your ministry in a local church, identify and meet the needs of others in the community and the local church through the use of your ministry skills. The course will aid in more effectively communicate the gospel and grace of our Lord in evangelism and discipleship, as well as understand New Testament's teaching on Christian service.

DR101 Introduction to Acting & Christian Drama 3 credit hours

Provides a framework for studying the art form of drama as it relates to Christianity, special emphasis on the history of drama, various dramatic forms, different types of theatres, and theatre personnel.

EN101 Reading & Writing / Composition 3 credit hours

Introduces college-level reading and writing. Learn the basic rules of grammar and develop good writing skills.

EP280 Rethinking Success Strategies for Business in a Global Pandemic 2 credit hours

As the world emerges from the pandemic with unprecedented change, companies are re-opening while following the health guidelines. Many are starting to think about their future and their strategic direction in the light of the emerging new normal and the uncertainty. Is it time for you to "Reset Your Business Strategy"?

EP300 Small Business Startup 3 credit hours

This course helps to establish a biblical foundation and framework for business planning that puts God first, resulting in the advancement of the kingdom of God as well as the profitability of one's business. The emphasis is on starting a small business.

EP320 **Kingdom Building through Entrepreneurship** **3 credit hours**

This course provides a framework for Kingdom principles for operating a business in the modern age. Students will explore the life and journey of the Christian entrepreneur. This will include understanding how to determine a product or service; identifying a target market; utilizing traditional and digital marketing, and diversifying options for cash flow and income streams. This course is for current business owners as well as those who aspire to start a for-profit or a non-profit business.

HE200 **Women's Health** **3 credit hours**

This course presents an overview of the health status of women and preventive strategies to improve their health. Topics include important information on how a women's body works, what can be done to prevent or help solve common health problems and how to successfully cope with illness from a faith perspective.

HE250 **HIV AIDS Awareness** **3 credit hours**

This course is the core training for all ministry members, peer educators, and staff members who do community HIV/AIDS presentations, and it is a prerequisite course for all other HIV/AIDS educator courses under the auspices of the Red Cross. The course is highly experiential and provides training and skills development in facts, psychosocial issues and teaching strategies relating to HIV/AIDS. The course will include information about the Basic Knowledge of HIV/AIDS, Epidemiology, Treatment, Legal Issues and additional topics aiding in religious perspective.

HI200 **History of the Black Pentecostal Church** **3 credit hours**

This course seeks to present the history of the African American Holiness Pentecostal church. This denomination is the youngest addition to Christendom and has been one of the most controversial and radical of the family. To understand where this denomination came from, as African Americans, we need to understand the history of the Black Church.

HI250 **Christian African American Women in History** **3 credit hours**

This course is designed to inform students of the impact that Christian African American women have on understandings of our racial, class, and gendered identities.

HI300 **Practical Christian History** **3 credit hours**

This course seeks to help students acquire a historical and holistic perspective on the history of Christianity. Students will gain a broad grasp of the major developments in Christian history over 2000 years, and an awareness of the rich diversity of global Christianity. This course will provide a solid foundation for students interested in knowing the lived history of their faith, as it pertains to traditional and Protestant threads, Western, and Eastern differences.

HI305 **Eschatology: Study of the End Times** **3 credit hours**

The Old Testament contained nearly 100 prophecies of the First Coming of Jesus Christ and they were all fulfilled. The Old Testament prophets, as well as The Chief Prophet, Jesus Christ Himself, prophesied of the Second Coming as authenticated in more than 300 scriptures, yet so often Christians are unaware of these prophecies and how they apply to their lives. This course will focus on the many topics surrounding the Second Coming, including The Rapture, the Four Horses of the Apocalypse, Armageddon, the Tribulation Period, the Antichrist, the White Throne Judgment, the Millennium, and the new heaven and new earth where the church will reign with Christ for eternity. The current political and geographical issues as Signs of the Times will also be examined.

HI307 **Book of Revelation: A Study of End-time Events** **3 credit hours**
Students will learn end time events the world is currently experiencing and foretold to happen. Prophecies written in the books of Daniel and Revelation will lend better understanding. Some of these aforementioned acts take place in heaven; however, this class identifies and differentiates those appearances in the earth's realm. Students should gain an accurate understanding of Jesus Christ's revelation given to the Apostle John.

LA250 **Church Law for Pastors and Laymen** **3 credit hours**
This course introduces students to a variety of legal matters that impact the church. To provide an overview of the U.S. legal system and to examine day to day church matters including the legal responsibility of pastors, governing boards, ministries, and persons in leadership capacities; to develop strategic tools to minimize the church's exposure to liability.

LA255 **A Legal Guide to Church Affairs** **2 credit hours**
To introduce students to a variety of legal matters that impact the church. To provide an overview of the U.S. legal system and to examine day to day church matters including the legal responsibility of persons in leadership capacities. To develop strategic tools to minimize the church's exposure to liability.

LA257 **A Guide to Legal Affairs for Faith Based Organizations** **2 credit hours**
To introduce students to a variety of legal matters that impact faith-based and church organizations. To provide an overview of the U.S. legal system and to examine day to day organizational matters including the legal responsibility of pastors, governing boards, ministries, and persons in leadership capacities. This course will assist students in developing strategic tools to minimize the churches and faith-based organization's exposure to liability.

LEAD280 **The Human Focus of Leadership: Team Care** **2 credit hours**
Demonstrate understanding of how interacting with God and interacting with people aids in accomplishing individual and group/societal objectives, with the care of people as a priority. Build teams of people in virtual organizations or ministries so that the gifts, abilities, and skills of everyone are best used in a manner that transforms people and those organizations or ministries, successfully achieving their objectives.

LEAD282 **Leading Strategic Change** **2 credit hours**
This course will empower learners to create new and/or innovative solutions to problems that result in organizational or ministry transformation and renewal. The course will explore organizational change and how leaders successfully present and implement change using means that build commitment and loyalty, while helping to transform people, organizations or ministries particularly in light of the present global pandemic. Students will also learn how to use transformational leadership to build an organization or ministry that is conducive to allowing creativity to occur.

LD101 **Liturgical Dance I** **3 credit hours**
Examine the history of liturgical dance in the Scriptures and its rightful place in the Church. Study both theory and practicum. No previous dance experience required.

LD102 **Liturgical Dance II** **3 credit hours**
An advanced level of instruction in the art of worship through dance.
Prerequisite: Liturgical Dance I

MA100 **Fundamentals of Math** **3 credit hours**
This course is designed to fulfill the math needs of those who wish to wish to increase their knowledge and understanding of practical mathematical applications. The course will equip you with the skills and understanding through learning practical applications and techniques for solving 'real-world' mathematical problems.

MA101 **Introductory Algebra** **3 credit hours**
Introduces college-level algebra and the basic rules of mathematical calculations.

MFS201 **Fasting: A Guide for the Hungry Man** **2 credit hours**
From a man's perspective, this course will offer insights and realistic advice specifically for men, answering vital questions such as:
How do I fit fasting into a busy schedule? How should I prepare physically? Spiritually?
What should I do, and expect before, during, and after a fast?
* What cautions should I be aware of?
* What are the best ways to end a fast?
* How can I make the most out of a non-food fast?

MN100 **Preparing for Christian Ministry** **3 credit hours**
Prepare for various aspects of ministry. Learn advanced principles and methods of ministry not included in the preaching ministry.

MN200 **Women in Ministry** **3 credit hours**
Study great women in ministry, past and present. Uncover biblical evidence to dispel the myth that "women should not preach."

MN212 **Faith Entrepreneurship: Nonprofit Management** **3 credit hours**
Provides a framework for developing nontraditional faith-based community outreach organizations that meet the spiritual, social, and economic needs of the community. Learn how to develop a nonprofit, 501(c)(3) tax-exempt organization.

MN220 **The Person of Jesus** **3 credit hours**
This course serves to examine the person of Jesus Christ and to provide you with an in depth look at the Savior, Lord and Priest**.** It is a simple yet comprehensive study.

MN230 **Developing the Prophetic Ministry** **3 credit hours**
Receive a greater understanding of the gift of prophecy and the office and function of the prophet. Emphasis is placed on Old Testament prophets and the role of the prophetic ministry in the present day.

MN240 **Developing a Teaching Ministry** **3 credit hours**
This course is designed to discover and explore the ministry of teaching and to assist students in the development of their teaching ministry call. This course aims to assist students in diagnosing their strengths and weaknesses in Bible teaching, enabling them to teach messages that result in changed conduct.

MN250 **Speaking Truth to Power** **3 credit hours**
The objectives of this course are to provide an understanding of how the ministries of the Old Testament prophets, the prophetic role of Jesus and the civil rights movement led by Dr. Martin Luther King Jr., provide a contemporary foundation for ministers to speak, write and take advocacy positions against social, economic, and political injustice. The course will also help students integrate their private values with their public action. It will also work to provide the basics of print and video techniques necessary for communicating to diverse audiences.

MU200 **African-American Sacred Music** **1 credit hour**
This class is designed to give the student a more complete and comprehensive understanding of music and its contribution to everyday and spiritual life.

MU300 **African-American Sacred Music** **3 credit hours**
This course will trace the history of the Negro spirituals, black congregational singing, and gospel music. It is important to note that this course is highly interactive, so please be prepared to clap your hands, stomp your feet, and lift your voice!

ORN100 **Online Orientation Workshop** **0 credit hours**
This Online Orientation Workshop (OOW) is now available to help students prepare for success in online courses at Calvary Bible Institute, by providing hands-on experience in the online learning environment. All students are required to take this free online course.

PL101 **Building a Healthy Marriage** **3 credit hours**
Examine methods of effective implementation of the whole counsel of God concerning marriage and family.

PL108 **Personal Budgeting** **3 credit hours**
Learn God's principles concerning money. Study practical money management which includes debt elimination strategies, saving money, developing a financial spending plan, and more. This course will empower you to improve your financial standing, while exploring the financial priorities discussed in the Bible.

PL128 **Conquering Stress, Struggles, and Setbacks** **3 credit hours**
This class will increase your faith as well as motivate you to reach above every obstacle that comes your way. God can do immeasurably more than all we can ask or imagine, according to His power that works through us, even during troubled times.

PL200 **Biblical Perspectives on Forgiveness** **2 credit hours**
This course empowers persons found as an innocent victim of abuse, teaching them about the path to wholeness and healing through forgiveness.

PL201 **Triumphant through Perilous Times** **3 credit hours**
Move from victimization to victory by taking this course. Receive a biblical view of the ultimate church. Be inspired not to lose hope, but gain a vision of God's triumphant people.

PL204 **Spiritual Warfare: Navigating through Perilous Times** **2 credit hours**
This course will raise the student's awareness and give them insight on strategies of how to overcome during perilous times, while being inspired not to lose hope and gain a vision of God's triumphant victory.

PL208 **Personal Budgeting for Financial Stewardship** **3 credit hours**
This course is designed to teach students spiritual and practical principles to manage their finances in such a way that empowers them to become sound financial stewards. Areas of study include proper mindset, effective goal setting, consistent giving, profitable saving/investing, rapid debt elimination, balanced spending, and faithful stewardship habits. This course will provide training and tools to embrace the abundant life Christ desires for His people to live - one of peace and financial freedom.

PL250 **The Challenges of Christian Parenting** **3 credit hours**
This course will provide an introduction to the role and responsibility of the Christian parent and its function in the Christian family life cycle as it progresses through the developmental stages of the child. The challenges that are faced as the family transitions from one stage to the next will also be addressed. Students will begin to acquire information and to be exposed to the Christian family life cycle and the requirements for Christian parenting.

PL255 **Job Redesign (Crafting): Repurpose Your Career** **2 credit hours**
The objective of this course is to aid the student in developing a plan of action to maximize career and work experiences to reshape the current job opportunity or shape a new career path.

PL257 **Shaping Work in a Global Pandemic** **2 credit hours**
The objective of this course is to develop a plan of action that will take into consideration the unforeseen impact of COIVD-19 on the job market and to assist in determining how to maximize career and work experiences to shape job opportunities or shape a new career path.

PL256 **A Study of the Life and Ministry of Timothy** **3 credit hours**
The wisdom that Paul imparted to Timothy in the First and Second Books of Timothy is not just for pastors, but for ministers and lay members as well, providing guidance for Christian living, Christian ministry and Christian doctrine.

PL275 **Wisdom for Winning in the Marketplace** **2 credit hours**
In this course, students will take a candid look at the 12 sons of Jacob, relating their character traits to their marketplace anointing across industries, in light of present-day relevance and research. From the research, students will learn how to leverage opportunities apparent and those hidden within obstacles.

PL277 **The Heart of the Caregiver** **2 credits hours**
This course provides foundational principles and practices for **"Christian Caregiving"** across various settings, including the theology of presence. Students will become acquainted with the integration of Biblical scriptures, practices, and caregiving concepts that will equip, empower, and foster hope in the lives of those called to this GOD-ordained purpose. There will also be discussions on the five transformational stages that every caregiver's heart will find through the indwelling power of the Holy Spirit.

PL283 **Battlefield of the Mind** **3 credit hours**
This course identifies spiritual distractions/warfare Satan uses to derail believers from the victorious mind Jesus Christ promises. Strategies to handle the barrage of thoughts and/or strongholds equip the student with biblical strategies to succeed.

PL285 **As Christ Loved the Church** **2 credit hours**
This course will explore the various world views of marriage and the roles and responsibilities of the husband. (For men only.)

PL287 **Social Justice and Religion** **2 credit hours**
This course will engage students into active discussion and reflection on church history, and the role of social justice in its practices to meet the challenges of the present.

PL288 **Media and Social Change: The Role of the Church** **2 credit hours**
This course looks at past and present social movements (e.g., environmental, civil rights, labor movements, etc.) to challenge dominant social, economic, and political structures and how they have been portrayed in the mass media. In this course, students will examine how current social activists use media technologies to organize themselves and communicate their message (i.e., "I can't breathe," "die-ins," "Occupy Wall Street" protests) to wide audiences in order to achieve social change, in light of the role of the church.

PL395 **What the Bible Says About Managing Stress** **2 credit hours**
The What the Bible Says About Managing Stress class offers biblically based prescriptions for the challenges of everyday life. Whatever the size of your problem, God is bigger, much bigger. By working together with Him – reshuffling your to-do-list and placing Him at the top – He will instruct you, protect you, and help organize your life, and achieve the spiritual peace you deserve.

PR201 **Homiletics I** **3 credit hours**
Foundational for beginning preachers and public speakers, this course is a "must take." Learn how to develop and deliver sermons. Study the lives of great preachers past and present.

PR202 **Homiletics II** **4 credit hours**
Participate in an advanced practicum for biblical preaching. Learn about the development and delivery of sermons.
Prerequisite: Homiletics I

PR204 **Advanced Homiletics** **4 credit hours**
Advanced Homiletics is designed to challenge the student to continue perfecting the gift and art of preaching. It also serves as a refining course, thereby assisting the student in identifying several styles of preaching. This course is intended to assist the student in defining his or her greatest style of preaching, while exposing them to additional styles. Strong emphasis is placed on sermon construction according to assignment objectives, effectiveness of delivery and quality public speaking. This course is not designed for the beginning preacher.

PSY204 **Psychology and Mental Health** **2 credit hours**
This course will explore mental health and psychological factors that impact the emotional, psychological, and social well-being of individuals. The course will explore how individuals handle stress, relate to others, and make choices. Basic information will be reviewed to raise awareness of how psychological and mental health problems are connected to biological factors, family history and life experiences.

SL101 **American Sign Language I** **3 credit hours**
This course introduces the art of sign language. Learn the basic signs of communication with the deaf community.

SL102 **American Sign Language II** **3 credit hours**
Receive advanced instruction in sign language; some formal background in sign language is required. **Prerequisite:** Sign Language I

SP201 **Introduction to Spanish** **3 credit hours**
This course is designed for those who have a desire to learn the basic skills of speaking Spanish that includes learning nouns, verbs, and key phrases. This class will integrate scripture in its weekly lesson to also aid in evangelizing Spanish speakers. The course will use written, oratory, and listening skills to foster an environment that appeals to the different methods of learning by each student.

TH150 **Apologetics** **3 credit hours**
Perform detailed study of theology from the perspective of defending the Christian faith based on the authority of the Bible and the historic evidence of the resurrection. Learn the basic beliefs of the Christian Church and the effective articulation of beliefs to Christians and Non-Christians.

TH170 **Discovering and Developing your Gift for the Church** **3 credit hours**
Identify and maximize your gift(s) in order to advance the Kingdom of God within the local Church. Learn about the gifts of the Spirit and their operation in the life of the believer.

TH200 **Pneumatology: Holy Spirit I** **3 credit hours**
Examines the purpose, personage, and manifestation of the Holy Spirit. Gain an understanding of the Fruit of the Spirit, the Gifts of the Spirit, and their operation in the Church.

TH202 **Biblical Typology** **3 credit hours**
This course is designed to acquaint students with the nature of the Bible and how various objects and persons throughout the Scriptures have served as "types" of Christ.

TH203 **Principles of Leadership** **3 credit hours**
Examine the nature of Biblical leadership. Gain a greater understanding of the elements of effectiveness for leadership development.

TH208 **Theology of Prayer I** **3 credit hours**
Examine the significance of prayer in the life of the believer, as well as various forms of prayer. Learn strategies that strengthen and enhance private devotions.

TH208-2 **Theology of Prayer II** **3 credit hours**
Examine the significance of prayer in the life of the believer, as well as various forms of prayer. Learn strategies that strengthen and enhance private devotions at a much greater level of intensity.

TH208-3 **Theology of Prayer: Warfare Prayer III** **3 credit hours**
This course will deal with the Word of God and breaking free from fourteen particular strongholds through prayer: idolatry, unbelief, pride, deception, insecurity of feeling unloved, rejection, addiction, food addictions, guilt, despair, unforgiveness, depression, immorality, and the enemy.

TH210 **Spiritual Warfare I** **3 credit hours**
Study effective Spiritual Warfare. Learn helpful tips on how to fight the good fight of faith and do battle with the enemy.

TH212 **Spiritual Warfare II** **3 credit hours**
Provides advanced study of effective Spiritual Warfare. Learn the necessary tools to discern and combat the tactics of the enemy. **Prerequisite:** Spiritual Warfare I

TH214 **Pneumatology: Holy Spirit II** **3 credit hours**
This course will further explore the mysteries and the truths of the Holy Spirit. The student will examine the deeper purpose, personage, and manifestation of the Holy Spirit, gaining an understanding of the Laying On of Hands, Listening to the Holy Spirit, and the Spirited Witness.

TH216 **The Power of Prayer** **3 credit hours**
Examine the powerful dynamics of prayer in the life of a believer to cultivate and maintain the God kind of faith to necessary to accomplish one's God given potential.

TH218 **The Power Principles of Prayer** **2 credit hours**
This course is a shorter presentation of TH216 where the student will examine the powerful dynamics of prayer in the life of a believer to cultivate and maintain the God kind of faith to necessary to accomplish one's God given potential.

TH230 **Principles of Faith** **3 credit hours**
Examines how faith makes the difference between defeat and victory. Move into a dimension of faith and power.

TH235 **Exegesis of the Hebrew Bible** **2 credit hours**
The Hebrew Bible is often known among Jews as TaNaKh, an acronym derived from the names of its three divisions: Torah (Instruction, or Law, also called the Pentateuch), Nevi'im (Prophets), and Ketuvim (Writings). The Torah contains five books: Genesis, Exodus, Leviticus, Numbers, and Deuteronomy. The course will explore an overview of interpretation of key passages of scripture in the original Hebrew language and how those meanings differ from various translations of the Bible as well as to determine how select texts of scripture should be studied to understand the author's original intent and modern application.

TH240 **The Life of Christ** **3 credit hours**
This course provides an in-depth study of the Gospels with respect to the life of Christ paying special attention to major themes, specific verses, accounts, parables, and miracles unique to each. Emphasis is on the practical application in the life of the Christian to show us the agape love that Christ exemplified throughout his ministry.

TH250 **Sexuality and the Black Church** **3 credit hours**
Provides an insightful look at sexuality in the 21st Century from a Black perspective and how it affects the Church. Lectures include discussions on such topics as the lust of the flesh, homosexuality, adultery, and other issues of a sexual nature that have a bearing upon the Church.

TH275 **The Leader and Prayer** **3 credit hours**
Examine Biblical leadership with strategic prayer. Gain a greater understanding of prayer in the life of a leader.

TH300 **Servant Leadership** **3 credit hours**
This course is designed to provide leaders with spiritual as well as practical tools to assist with effectively managing an organization or ministry. Students will examine the leadership style and characteristics of Jesus Christ.

TH301 **Bible Doctrines I** **3 credit hours**
Explore some of the great truths and doctrines of the Scriptures.
Prerequisite: Old Testament Survey, New Testament Survey, Bible Characters I & II.

TH302 **Bible Doctrines II** **3 credit hours**
Examine some of the Scriptures, and a proven prescription for Church growth.
Prerequisite: Old and New Testament Survey, Bible Characters I & II, and Bible Doctrines I.

TH303 **Advanced Leadership Studies** **3 credit hours**

This class focuses on the unique leadership style of each student. It helps to identify each person's Emotional Intelligence Quotient and Leadership Quotient (LQ). It delves into personal principles and practices identifying interpersonal skills for best leadership development. These experiences will be comprised of past and present life experiences while aiding to identify future goals. Identifying one's LQ abilities (i.e. effective leadership skills by the leader and a follower's perspective… a glimpse of how to lead, influence, motivate, decision making, conflict resolution/negotiation strategies, and a host of necessary skills) will challenge students to connect theory to practice.

TH304 **Leadership Principles for Women** **2 credit hours**

This course is designed to provide women with practical spiritual tools to assist them in effectively leading (a) themselves, i.e., self-leadership, (b) in their homes (i.e., whether single, a mother, or a wife, (c) in professional or secular arenas as employee, employer, business partner, etc., and (d) in ministry.

TH305 **Faith and Sexuality** **3 credit hours**

This course provides an understanding of significant aspects of Judeo-Christian beliefs about sexuality, exploring the relationship between Christian faith and human sexuality, guiding and assisting persons in the exploration of ethical and faithful decisions as it relates to sexuality and relationships.

TH306 **Leadership Principles for Men** **2 credit hours**

This course is designed to provide men with practical spiritual tools to assist them in effectively leading (a) themselves, i.e., self-leadership, (b) in their homes as a father, husband, etc., (c) in secular arenas as employee, employer, business partner, etc., and (d) in ministry.

TH310 **The Leadership of Jesus** **3 credit hours**

This course will provide an in depth look into the leadership style and the leadership lessons of Jesus found in the accounts of the Gospels. In this exploration, you will discover how Jesus communicated, confronted, discipled, and delegated. No other leader in history has impacted mankind the way Jesus did. His life on earth was only 33 years, but the legacy of his leadership, which is the church, is still alive today.

TH320 **Leaders Preparing Leaders for the 21st Century** **3 credit hours**

This course will teach leaders how to train and develop leaders and potential leaders, i.e., how to plan, develop and organize ongoing training, technically relevant for the needs of the audience served.

WFS201 **A Woman's Guide to Fasting** **2 credit hours**

Today's woman is engaged in a myriad of diverse activities. Her schedule gives little room for diversion. Her full, fast-paced life can quickly become a barrier to fasting, seeing it as an unattainable objective. Some may not know the power that fasting brings to life. This course will offer insights on the value of fasting and the supernatural revelation, wisdom, and relationship God grants through this tool. The course will give realistic advice specifically for women about how to incorporate it into an already overwhelmed schedule, answering questions such as:

* What does the bible say about fasting (what it is and what it is not)?
* What are the benefits of fasting (spiritual and physical)?
* How to experience the power and presence of God through fasting (breaking through the mundane)? * How do I fit fasting into a busy schedule? How should I prepare physically? Spiritually?
* What should I do, and expect before, during, and after a fast?
* What cautions should I be aware of?
* What are the best ways to end a fast?
* How can I make the most out of a non-food fast?

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