



Academic Policies and Programs

General Academic Policies

Grading system

The seminary employs the following grading scale:

A.....	96–100	C-.....	75–77
A-.....	93–95	D+.....	72–74
B+.....	90–92	D.....	69–71
B.....	87–89	D-.....	66–68
B-.....	84–86	F.....	65 and below
C+.....	81–83	I.....	Incomplete
C.....	78–80	W.....	Withdrawal

The grading scale is offered only as a guideline. It may vary with individual faculty members and individual courses. Faculty members have the prerogative of adjusting grades at their discretion.

Dropping a Class

The student will be charged a \$10.00 fee for each class dropped.

A grade of "W" indicates that the student has dropped (withdrawn) from the course between the second and tenth week of the semester. Dropping a class or withdrawal from school after that time automatically results in the grade of "F". The dean of the seminary may grant permission for a grade of "W" after the first ten weeks of the semester due to unusual circumstances.

Student Status

Students who enroll in any degree program are expected to register for each succeeding semester until graduation from that program. A student who does not register for classes during any semester regularly scheduled for his or her program must complete an "Applicant Data Update Form" in order to register for courses following the break in the program. A student who does not register for classes for two consecutive semesters that are regularly scheduled for his or her program must complete an "Applicant Data Update Form" and a "Pastor's Reference Form" in order to register for courses again. A student who does not register for more than two consecutive semesters that are regularly scheduled for his or her program must completely re-apply to Grace Theological Seminary. (Doctoral students are exempted from these guidelines).

Those students who, for any reason, are breaking their program of study for a limited period of time must bear responsibility to seek pre-registration materials for subsequent semesters, as well as general information about seminary activities. Schedules of classes may be viewed on the Grace Seminary Web site. Materials will not be placed in non-active student mailboxes or sent to them by the school. Non-active students, however, remain on the seminary student e-mail list and will receive some information by that means.

Incompletes

A grade of "I" (incomplete) may be given at the discretion of the professor only under unusual circumstances to indicate that the work done has been of passing grade, but that a small portion is incomplete for some excusable reason. This mark must be removed by meeting the requirements of the teacher within six weeks from the end of the semester (dates are noted on the academic calendar) or the incomplete automatically becomes a failure ("F"). No graduating student may receive an extension or incomplete ("I") for any course taken during the semester in which he or she intends to graduate.

Grade Point Average (GPA)

Grade points are awarded according to the following scale:

A.....	4.000*	C.....	2.000
A-.....	3.667	C-.....	1.667
B+.....	3.333	D+.....	1.333
B.....	3.000	D.....	1.000
B-.....	2.667	D-.....	0.667
C+.....	2.333	F.....	0

*Points for each semester hour of course work.

A grade point average of 2.0 is required for satisfactory completion of the Certificate or Diploma programs. Candidates for the Master's programs must attain a grade point average of 2.5 for the entire course of study. A 3.0 grade point average is required for the D.Min. degree.

Repeating Courses

Students may repeat courses taken previously at Grace Seminary. When a course is repeated, the most current grade will be used to calculate the current and cumulative grade point average. However, as a matter of record, the original grade must remain on the student's transcript. The grade to be replaced by the repeat will be noted with *R on the transcript; the repeat grade will be signified by **. This policy applies only to courses (or their equivalents) being currently offered and may be utilized by both current and former students.

Academic Restriction

Academic restriction applies to first semester students who are admitted with a restricted academic status as a result of a low college grade point average or graduation from an unaccredited institution.

A student on academic restriction is limited to no more than nine credit hours for the first semester. Any hours above nine require the approval of the dean of the seminary. If the required grade point average is not met during the initial semester, the student will be placed on academic probation for the following semester.

Academic Probation

A student failing to complete satisfactory work will be placed on academic probation. Academic probation is based on the cumulative grade point average at the end of each regular semester (not including summer school). Academic probation for degree programs is based on the following minimum requirement scale:

<i>Credit Hours</i>	<i>GPA</i>
0-9	2.0
10-19	2.25
Over 20	2.50
36-48	2.37
Over 49	2.50

D.Min. students must maintain for each semester the grade point average required for graduation. Diploma and Certificate students must maintain a grade point average of 2.0 or above. Transfer students must obtain the appropriate grade point average for their program during their initial semester to avoid academic probation.

A student on probation is expected to improve his or her grade point average each semester. The student will remain on academic probation provided that his or her grade point average is improving each semester. Failure to do so will require that he or she be placed on final academic probation.

Final Academic Probation

A student on academic probation is placed on final academic probation when his or her grade point average for the semester falls below the established scale. He or she is not permitted to take more than nine credit hours during a semester without written permission from the dean of the seminary.

The following students may be placed on final academic probation at the discretion of the dean of the seminary:

- (1) Regularly admitted students who in their initial semester at Grace Seminary obtain a grade point average of less than 1.0.
- (2) Regularly admitted transfer students who in their initial semester at Grace Seminary obtain a grade point average .500 less than the requirement for their classification.
- (3) Any student who accumulates a grade point average that is .500 less than the requirement for his or her classification.

Students may appeal the decision to the Academic Affairs Committee.

At the conclusion of the final probation semester, a student failing to raise his or her grade point average to the appropriate level may be dropped due to poor scholarship. Any student who enters the spring semester of the senior year on final academic probation should not expect to graduate with his or her class.

Students who have been dropped for academic reasons are declared ineligible to return to school for one year. If the student is deemed eligible for readmission, the Admissions Committee, in consultation with the dean of the seminary, will establish a written agreement between the institution and the readmittee. The student is required to earn a designated grade point average as determined by the Committee. Whatever the established grade point average, it must be earned each semester by the readmittee or he or she may be dropped for the second and final time.

Limited Academic Program

If a student is dismissed from Grace Theological Seminary because of low academic achievement, that student may be placed on a part-time program of six credit hours or less at the discretion of the dean of the seminary.

In order to be admitted to this limited academic program, the student must appeal to the dean of the seminary after being dismissed from seminary. During the semester(s) that the student is in the limited academic program, he or she must continue to show academic improvement. If the cumulative grade point average does not show continued improvement, the student will be dismissed at the end of the semester. Under this program a student can raise his or her grade point average to the level required for readmission to regular status.

Application for Graduation

All students are to be in contact with their academic advisor once a semester to review their progress toward program requirements, total hours, and GPA. At approximately the midpoint of the semester prior to the seminary student's final semester, he or she must make an appointment with the registrar to complete a graduation audit.

Each student pursuing a degree must take full responsibility for meeting graduation requirements.

All candidates must complete an "Application for Graduation." This form may be found at the Grace Seminary Web site (<http://gts.grace.edu>) and must be filed with the registrar by the end of the fall semester of the school year in which the student plans to graduate. Applications made after the end of the fall semester will be considered late and a \$150.00 late fee will be charged to the student.

It should be noted that there are three possible completion dates for a graduating student: December, May and July. There is, however, only one commencement ceremony that is held each May. Students who complete their program requirements in December may march in the graduation ceremonies the following May. Students who plan to complete their requirements for graduation in the summer (limit of eight hours or less) are considered July graduates but are allowed to participate in the preceding May commencement ceremony. Further graduation information may be found in the Grace College and Seminary student handbook.

Academic Honors

Students in the Master of Divinity and the Master of Arts programs who have completed at least two-thirds of their program requirements at Grace Theological Seminary are eligible, upon graduation, for academic honors as follows:

	GPA
Cum Laude	3.650–3.799
Magna Cum Laude	3.800–3.939
Summa Cum Laude	3.940–4.000

Grade point averages are determined entirely on the basis of grades received at Grace Theological Seminary. The faculty reserves the right to make final determination of graduation honors based on the personal, moral, and spiritual characteristics of the candidates.

Academic and Other Awards

At the annual commencement ceremony in May, exceptional students in the Master of Divinity and the Master of Arts programs may be recognized for outstanding achievement. The excellent achievement may be in academics in various areas of the curriculum, interest in missions, or spiritual maturity, leadership, and Christian character. To be eligible a student must have completed at least two-thirds of his program at Grace Theological Seminary. Recipients are elected by the faculty.

1) *The Alva J. McClain Award in Systematic Theology*

A cash award and a plaque are given annually to the student who has done the best work in the area of systematic theology during his or her student career at Grace. This award is provided in memory of Dr. Alva J. McClain, founding president of Grace Theological Seminary and its professor of theology from 1937 to 1962.

2) *The John J. Davis Award in Old Testament*

A cash award and a plaque are given annually to the student who has done the best work in Old Testament language and literature during his or her studies at Grace. This award is granted in honor of Dr. John J. Davis, who served as professor of Old Testament studies, executive vice president and president of Grace College and Seminary over a span of 38 years.

3) *The Homer A. Kent Jr. Award in New Testament*

A cash award and a plaque are given annually to the student who has done the best work in New Testament Greek during his or her student career at Grace. This award is provided in honor of Dr. Homer A. Kent, Jr., who served as professor of New Testament and Greek, dean, and president of Grace Theological Seminary over a span of 40 years.

4) *The Russell D. Barnard Award in World Missions*

A cash award and plaque are given annually to the student who has contributed most to the advancement of the cause of missions on the campus during his or her studies at Grace. This award is provided in honor of Dr. Russell D. Barnard, who served as general secretary of Grace Brethren Foreign Missions for 20 years.

5) *The Award in Expository Preaching*

A cash award and a plaque are given annually by the faculty to the student who evidences the greatest proficiency in the art of expository preaching, as demonstrated in the preaching classes that are part of the seminary curriculum.

6) *The Faculty Award*

A cash award and a plaque are given annually by the faculty to the graduate who throughout his or her training has been outstanding in spiritual maturity, leadership, and Christian character, and who best exemplifies the ideals of Grace Theological Seminary. This is considered to be the highest honor that the faculty can bestow upon a graduate.

Classification of Students

1) *Full-time Students*

Full-time students are those enrolled in a degree, diploma, or certificate program for at least nine semester hours of credit during a regular semester. The exceptions to this are the doctoral programs for international students. Full-time status for international students in a doctoral degree program at Grace Theological Seminary is achieved by taking eight semester hours of credit during a regular semester.

2) *Unclassified Students*

Unclassified students are those who are not pursuing a program (Master's, Certificate or Diploma) for a degree. Unclassified students are restricted to a cumulative total of no more than 12 credit hours. If an unclassified student desires to take more than 12 hours at Grace Seminary or to pursue a program for a degree, he or she must make formal application to the Graduate Admissions Office. A student who qualifies for the D.Min. program may complete up to two D.Min. seminars (eight hours) as an unclassified student before he or she has been fully accepted into the program.

3) *Part-time Students*

Part-time students are those enrolled in a degree, diploma, or certificate program for fewer than nine hours of credit during a regular semester. International doctoral degree students are the exception. International doctoral degree students achieve full-time status by taking eight semester hours of credit during a regular semester.

4) *Auditors*

Ministers, missionaries, other Christian workers, and spouses of seminary students who desire to hear the lectures in a course without undertaking the coursework for credit may be admitted as auditors to selected courses by making proper application with the Graduate Admissions Office. Though no credits or grade points are involved, auditors are required to pay the appropriate fees and to meet class attendance requirements. Those who do not meet attendance requirements will receive the "grade" of "W"—whether or not they have officially withdrawn.

Auditing is not permitted for some courses. (This policy is at the discretion of the department or professor involved.) For some courses, auditing is permitted only if the student completes the course assignments as specified by the professor. An auditor may enroll for only one semester as a "full-time" auditor (12 hours or more). A spouse of a student taking a seminary course for credit may sit in classes without registering as an auditor provided that the permission of the instructor has been secured in advance.

Pastors in the vicinity are invited to sit in one course per semester for a fee of \$25.00. Pastors are asked to register with the Dean of the Seminary Office. Courses are available at the discretion of the professor. A list of

courses open to those who wish to audit a course is available each semester from the dean of the seminary.

Class Scheduling

Most seminary classes are block scheduled so that they will meet only one or two days per week. This system offers an advantage for pastors or others who must commute some distance. This makes it possible to take a significant class load even when it is difficult to be on campus for more than one or two days per week.

Summer School

The seminary offers a summer schedule of modular classes focused on intercultural studies. Classes for the other seminary programs may also be offered from time to time in the summer. However, a minimum number of students must register for these classes to be conducted.

Pastors, missionaries, and other Christian workers are encouraged to take advantage of the opportunity to take short-term summer courses. Schedules are published each fall and spring and additional details are available from the Dean of the Seminary Office.

Attendance Requirements

All students are expected to be faithful in class attendance. In addition, students are required to attend chapels, days of worship and prayer, and other seminary meetings as defined in the Grace College and Seminary student handbook.

Advising

Each student pursuing a program or a degree will be assigned a faculty advisor. Although the seminary attempts to provide adequate academic advising, ultimate responsibility for meeting all deadlines and all program and graduation requirements rests with the student.

Course Numbering System

The numbering system for courses indicates their relative sequence and the semester in which the course is usually offered. The alphabetical part of the system indicates the department, program, or subject area as follows:

- TH..... Christian Theology and Church History
- OT..... Old Testament Studies
- NT..... New Testament Studies
- PM..... Pastoral Studies
- MI..... Intercultural Studies and World Mission Studies
- IS..... Institute of Theological Studies
- IM 800 level Intercultural Studies Track—Doctoral Program
- PM 800 level Pastoral Studies Track—Doctoral Program

Courses are generally numbered as follows: 500–599, first year courses; 600–699, second year courses; 700–799, third-year courses; 800–899, Doctor of Ministry courses. Unless special permission is granted, first-year students in the Diploma and M.Div. programs may not take courses numbered above 699.

Course Schedules

A schedule of courses to be offered in a given semester or summer session is put on the Grace Seminary Web site (<http://gts.grace.edu>) in advance of each registration. The seminary reserves the right to withdraw any scheduled course for which the enrollment is not sufficient to warrant the organization of a class.

Academic Programs

Grace Theological Seminary offers degree programs leading to the Master of Arts (M.A.), Master of Divinity (M.Div.), and Doctor of Ministry (D.Min.) degrees. These programs include emphases in biblical studies, local church ministry, intercultural studies, theological studies, exegetical studies, and counseling.

Certificates in Biblical Studies and Intercultural Studies

The Certificate in Biblical Studies and the Certificate in Intercultural Studies are awarded upon completion of a one-year curriculum. These programs emphasize biblical studies, ministry studies, and intercultural studies. Students can request the option to adapt the programs to their own special interests.

Diploma in Intercultural Studies

The Diploma in Intercultural Studies is awarded to those students without a college bachelor's degree upon completion of the M.A. in Intercultural Studies curriculum. This program is an option for qualified students desiring to enter missionary service but whose circumstances make the completion of a pre-seminary college education impractical. *Note: this program will not be available to students enrolling after Fall 2007.*

Diploma in Theology

The Diploma in Theology is awarded upon completion of a reduced curriculum drawn from the Master of Divinity program. This program is an option for those students desiring to enter pastoral ministry but whose circumstances make the acquisition of a pre-seminary college education impractical. Students may choose to follow a track in Greek or Hebrew studies.

Master of Arts in Local Church Ministry

The Master of Arts in Local Church Ministry is a program designed for those who are interested in enhancing their ministry effectiveness in the local church context. While Grace Seminary believes that the optimum preparation for the senior pastorate is the M.Div. degree, the Master of Arts in Local Church Ministry does provide advanced training in Bible, theology, and ministry skills, yielding a better-prepared servant for other leadership roles in the local church. The program is designed for both residential and non-residential students. Advanced Standing credit may be obtained for up to nine credit hours of a 48-hour Master of Arts program.

Master of Arts in Intercultural Studies

The Master of Arts in Intercultural Studies is a 48 hour degree program. The core curriculum allows up to 24 hours of the program to be completed off campus as distance education classes. The concentration comprises 18 hours in module or semester format. The six elective hours can be done in modular, semester, or independent study format depending on the courses selected. Five modules are offered each summer in May and June to accommodate students in full-time ministry. The curriculum is designed to prepare students for effective cross-cultural ministry. Advanced Standing credit may be obtained for up to nine credit hours of a 48-hour Master of Arts program.

Master of Arts in Theological Studies

The Master of Arts in Theological Studies is a 60-hour program containing the same core of biblical, theological and ministry studies as offered in the other Master of Arts programs, but with an additional 12 credit hours of study. It is designed for those students seeking graduate theological training or associate pastoral ministry. It is not intended as preparation for senior pastoral ministry for which Grace Seminary has designed the Master of Divinity program. Advanced Standing credit may be obtained for up to 12 credit hours of a 60-hour Master of Arts program.

Master of Arts in Exegetical Studies

The Master of Arts in Exegetical Studies is a 60-hour program of study designed to prepare the student for effective translation and interpretation of the biblical text. It offers a thorough and comprehensive exposure to biblical Hebrew and New Testament Greek studies, as well as biblical background and theological studies, which are intended to equip the student for careful exegesis of God's Word. This program is designed for those students who desire advanced biblical language training in preparation for further theological or linguistic study at the doctoral level. It is not intended for those who plan to enter ministry service as a pastor or missionary. Advanced Standing credit may be obtained for up to 12 credit hours of a 60-hour Master of Arts program.

Master of Arts in Camp Administration

The Master of Arts in Camp Administration is a 66-hour designed to offer students a Christian perspective on camping and hands-on ministry experience. The student will spend 36 hours on campus at Grace College and Grace Theological Seminary. Eighteen of those hours are theological training in the seminary and the other 18 are electives at the College specifically chosen as classes that help one to gain critical skills for camping ministry. The other 30 hours are gained by a one year internship at Camp Forest Springs (<http://www.campforestsprings.org>). *Note: this program will not be available to students enrolling after Fall 2007.*

Master of Divinity

The Master of Divinity program provides an optimal curriculum in graduate theological study for a preaching and teaching ministry of the Word of God. It is a three-year program requiring 93 hours of study. There are four different Master of Divinity concentrations: Pastoral Studies, Intercultural Studies, Counseling, and Exegetical Studies. Advanced Standing credit may be obtained for up to 18 credit hours of the M.Div. program.

Doctor of Ministry

The Doctor of Ministry program is designed to bring further professional development to pastors, missionaries, and other Christian leaders who have at least four years of vocational ministry experience after earning a Master of Divinity degree from an approved seminary (or, in exceptional cases, its equivalent). The curriculum is built around eight one-week seminar modules and a major degree project. The program is designed to enable pastors and other ministry professionals to complete it without leaving their current ministry. Qualified students may pursue one of two concentrations: the Pastoral Studies concentration or the Intercultural Studies concentration. Complete information for this program is available in the Doctor of Ministry Handbook. The handbook and application for this program are available upon request from the Seminary Recruitment Office.

Special Study Programs

Institute of Theological Studies

Grace Theological Seminary is a charter member of the Institute of Theological Studies, cooperating with other seminaries in offering courses on cassette tapes or CDs by outstanding evangelical scholars. Regularly enrolled students may pay regular tuition charges, purchase the cassette tapes or CDs, and complete the assignments and examinations under the direction of a resident faculty member. A listing of the ITS courses that may be taken for credit is included with the course descriptions later in this catalog. Unclassified students desiring to take ITS courses for credit through Grace Theological Seminary should contact the Seminary Administrative Office.

GTS Center for Korean Studies

Each summer, Grace Theological Seminary, in cooperation with seminaries and schools of theology in Korea, offers translated courses in the Korean language. The Center for Korean Studies offers four degree programs: The MA in Intercultural Studies, the D.Min. in Pastoral Studies, the D.Min. in Intercultural Studies, and the Doctor of Missiology. For further information, contact the Grace Seminary Web site, <http://gts.grace.edu>.

