

NORTHEASTERN

— BAPTIST COLLEGE —

ACADEMIC CATALOG

2020 - 2021

Our mission is to impact the Northeast, the United States, and the world by training students to have the *Mind of a Scholar*, the *Heart of a Shepherd*, and the *Perseverance of a Soldier* through the provision of a college education with a biblical foundation and a distinctive blend of academic excellence and practical mentoring.



Statement on Nondiscrimination

Northeastern Baptist College does not discriminate on the basis of gender, race, color, disability, national or ethnic origin, beyond its doctrinal statement, in the administration of its education policies, admission policies, employment policies, student activities, scholarships, or other College-administered programs. NEBC does reserve the right to revoke admission or readmission in the event of an applicant's misrepresentations in any phase of the application process.

Statement on Change

The provisions and requirements stated in the Northeastern Baptist College Catalog are not to be considered an irrevocable contract between the student and the College. Northeastern reserves the right to change any of the provisions or requirements at any time within the student's term of study. The College reserves the right to cancel any announced program, major, or course, as well as change course instructors or times.

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Welcome to Northeastern Baptist College! Our educational program is designed to motivate and equip students with the *Mind of a Scholar*, the *Heart of a Shepherd*, and the *Perseverance of a Soldier* to impact New England, the United States, and the World with the Gospel of Christ.

Northeastern offers degrees in Biblical Studies, Business Administration, Christian Counseling, and Christian Education. In addition to Associate and Bachelor degrees, the college offers a diploma in Christian Ministry and administers the Early Scholars program, a dual-enrollment program for high school students. All degrees are built upon a foundational, general education program and enhanced through rigorous, academic major courses which prepare students for a life of service and leadership. At Northeastern, students are offered practical ministry opportunities in local churches through the ministry practicum requirement. Our accomplished educators are student-centered and serve as mentors to help students engage in deep learning and meaningful vocations.

Historically, the Northeastern United States was known for its spiritual vitality; however, a spiritual drought set in, causing states like Vermont and New Hampshire to become the least-churched states in America. Yet, God is at work in a fresh way, bringing this region back to Him. It is a joy to be a part of what God is doing in the Northeast today. You too can join us. Come to Northeastern Baptist College. Get an education that is second to none. Get practical experience in your field of study while you are in college. Come, be a part of what God is doing!

In Him,

A handwritten signature in black ink, appearing to read 'Mark Ballard', with a stylized flourish extending to the right.

Mark Ballard
President

COLLEGE PROFILE

HISTORY

The vision for Northeastern Baptist College was planted in the heart of Mark H. Ballard as a teenager living in Pueblo, Colorado. His family's faith, his academic training, and his church planting and pastoral experiences combined to form a man of faith, vision, and unyielding determination to see God's plan take form.

In 1998, Ballard moved to New England to plant Christian Fellowship Baptist Church, in Londonderry, New Hampshire. Beyond the church's establishment and success, Ballard continued to wrestle with God concerning the call to start a college. On May 31, 2010, he resigned as pastor and refocused his energies toward establishing a Baptist college in New England.

The Ballard family, along with a small team of volunteers, willingly and sacrificially determined together to see God's plan fulfilled. Starting with only \$47.00, the team began to providentially progress. Within three years, Northeastern Baptist College was established, and students began their college coursework.

The college's board of trustees inaugurated Ballard as the first President of Northeastern Baptist College on October 28, 2013. Daniel L. Akin, President of Southeastern Baptist Theological Seminary in Wake Forest, North Carolina, delivered the inauguration address to the audience gathered in the college's newly constructed Chapel.

Despite its small beginnings, Northeastern Baptist College has become a premier Christian college in Southern Vermont and New England. Established by God's provision and President Ballard's faithful obedience, Northeastern Baptist College joyously celebrated its first annual commencement exercises on May 7, 2016.

NEBC'S EARLY YEARS

2009 OCTOBER

President Ballard surrenders to call to start NEBC

2011 APRIL

Offices move from Concord, NH to Bennington, VT

2011 JULY – 2012 APRIL

Lease signed and construction begins for Main Campus; Lease option entered on Library.

2012 AUGUST

Non-credit preview classes offered

2013 AUGUST

First year of regular classes with 7 full-time and 35 part-time and audit students

2014 APRIL

Purchased Hogue Library

2014 AUGUST

Purchased Jehovah Jireh Hall

2014 SEPTEMBER

Vermont State accreditation received

2016 FEBRUARY

First annual Missions Conference

2016 MARCH

First international mission trip

2016 MAY

First commencement exercises

2017 March

First Spring Lecture Series

2018 May

Completion of 5th academic year

IDENTITY AND MISSION

Purpose | Northeastern Baptist College exists to impact the United States and the world through providing an *academically sound, biblically strong, and practically relevant* college education from our campus strategically located in the Northeast.

Vision | Northeastern will be the premier Baptist college in the Northeast, training ministerial and non-ministerial students both academically and practically, while impacting the Northeast throughout the training process.

Mission | Our mission is to impact the Northeast, the United States, and the world by training students to have *The Mind of a Scholar, The Heart of a Shepherd, and The Perseverance of a Soldier* through the provision of a college education with a biblical foundation and a distinctive blend of academic excellence and practical mentoring.

COLLEGE CORE VALUES

- We value the Bible as the only inerrant, infallible, plenary-inspired Word of God, and therefore submit to the Bible’s authority in all areas of life, including the educational process.
- We value a vibrant, growing relationship with Jesus and desire to live surrendered to His Lordship.
- We value the local church as God’s primary organization for carrying out the Great Commission and desire to support and encourage its work.
- We value the importance of Biblical Excellence through the application of consistent hermeneutical principles and will maintain Biblical Excellence as our foundation.
- We value the importance of Academic Excellence and maintain a high academic

standard, exceeding general college expectations.

- We value the importance of mentorship in education; Practical Mentoring is an integral part of our educational process.
- We value New England’s strategic position within the United States and the world, and we leverage this uniqueness for the cause of Christ.

COLLEGE OBJECTIVES

The academic program at NEBC is built upon thirteen core educational objectives that directly support the mission of the school to have the *Mind of a Scholar, the Heart of a Shepherd* and the *Perseverance of a Soldier*.

Mind of a Scholar

1. Development of a Biblical Worldview

Demonstrate the ability to understand biblical truth and uphold the authority of Scripture in connection with the diverse beliefs, values, and practices within current culture.

2. Biblical & Theological Application

Demonstrate the ability to comprehend and apply biblical truth to life and ministry.

3. Critical Thinking and Communication

Demonstrate the ability to analyze content, think critically, and communicate persuasively and clearly.

4. Written Communication

Demonstrate the keen ability to relate to readers through the expression of academic and biblical/ theological ideas in writing through proficient content development, utilization of appropriate supporting evidence, and proper grammar.

5. Oral Communication

Demonstrate the ability to organize researched content and deliver presentations with

articulation to promote a change in the listener's beliefs, values, or behaviors.

6. Problem-solving

Demonstrate academic and practical competencies by defining problems related to ministry and culture, strategizing potential solutions, and evaluating likely outcomes from implemented solutions.

Heart of a Shepherd

7. Passion and Preparation for Ministry

Demonstrate the appropriate motivation and readiness for disciple-making through necessary ministry skills and leadership in the church and culture.

8. Spiritual Formation

Demonstrate the knowledge and skills necessary to pursue a maturing and developing Christian life that reflects a trust, love, and obedience to Christ.

9. Intercultural Knowledge and Competence

Demonstrate an academic and biblical understanding of the extant cultural diversity within the global community by exercising cognitive, intuitive, behavioral, and ministry skills to interact with others in a respectful and Christ-like manner.

Perseverance of a Soldier

10. Vocational Readiness

Demonstrate academic competence and professional skills, as well as educational and marketplace readiness for a contemporary workforce, integrating principles and ethics from a Christian worldview.

11. Teamwork

Demonstrate the value of individual contribution to a team effort while expressing appropriate interpersonal skills and leadership characteristics to facilitate the achievement of team goals.

12. Integrative Learning

Demonstrate the ability to connect academic

and biblical knowledge with life experiences in the community and ministry setting in order to analyze complex issues and solve challenging problems.

13. Civic Engagement

Demonstrate the value of community through the integration of biblical and academic knowledge, as well as ministry skills for purposeful civic action that positively impacts the community.

ACCREDITATION

On September 16, 2014, the Vermont State Board of Education, upon the recommendation of The Vermont Higher Education Council and The Vermont Agency of Education, voted unanimously to authorize NEBC as a Degree-Granting Institution.

NEBC is building a program consistent with the standards of the Transnational Association of Christian Colleges and Schools, in order to be well-positioned to seek national accreditation in the early years of operation.

In compliance with federal law, please note: all credits earned at any institution of higher learning are transferable only at the discretion of the receiving school.

CONTINUING EDUCATION PROVIDER

Northeastern Baptist College is certified by the Association of Christian Schools International as a provider of Continuing Education Units (CEUs) in the area of Biblical Studies.

ARTICLES OF FAITH

STATEMENT OF FAITH

Central to our educational process at Northeastern Baptist College is our commitment to the Baptist Faith and Message 2000, which clarifies important doctrinal stances that we intend to uphold. Therefore, every student and every faculty member is expected to uphold their commitment to the BFM during their time at NEBC and to sign the Statement of Faith as a proclamation of their commitment. This signed document will be held in records along with all other pertinent faculty and student documentation.

The Baptist Faith and Message 2000

I. The Scriptures

The Holy Bible was written by men who were divinely influenced. The Holy Bible is God's explaining Himself to man. It is a perfect treasure of divine teaching. God is the author. Salvation is its purpose. Truth, without any mistakes, is its substance. For these reasons, all Scripture is completely true. All Scripture is completely correct. It tells the main beliefs that God uses to judge us. It is the true center of Christianity. It will remain the center of Christianity until the end of the world. It is the most excellent ideal. It is with this ideal that all human behavior, all statements of belief, and all religious opinions should be tested. All Scripture is proof of the Christ. Christ is the center of divine revelation.

II. God

There is one and only one living and true God. He is an intelligent, spiritual, and personal Being.

He is the Creator, Redeemer, Preserver, and Ruler of the universe. God is never-ending in purity. God is perfect. God is all powerful. God is all knowing. He knows about all things in the past, present, and future. He knows about all of

the future decisions that His free created beings will make. To Him we owe the highest love, respect, and obedience. The never-ending God shows Himself to us as Father, Son, and Holy Spirit. These three have separate personal characteristics. There is no difference in their nature, essence, or being.

A. God the Father

God as Father rules with kind care over His universe, His creatures, and human history according to the purposes of His grace. He is all powerful. He is all knowing. He is all loving. He is all wise. God is Father to people who become children of God through faith in Jesus Christ. He is fatherly in His attitude toward all men.

B. God the Son

Christ is the never-ending Son of God. In His life as Jesus Christ, He was brought into being by the Holy Spirit and born of the virgin Mary. Jesus completely showed and did the will of God. He became a human being with all the stress and needs of human beings. He identified completely with humans. Even though He was human, He had no sin. He respected the divine law. He personally obeyed God. When He died for others on the cross, He made a way for the salvation of men from sin. He was raised from the dead with a glorified body. He appeared to His disciples. They knew that He was the person who was with them before His death on the cross. He went up into heaven. He is now honored at the right hand of God. He is the One Mediator. He is completely God. He is completely man. In Him are God and man brought together. He will return in power and majesty to judge the world. When He returns, He will complete His work of salvation. He now lives in all believers as the living and always present Lord.

C. God the Holy Spirit

The Holy Spirit is the Spirit of God. The Holy Spirit is completely divine. He influenced holy

men of Bible times to write the Scriptures. By explanation He allows men to understand truth. He honors Christ. He shows men their sin. He shows men the worthiness of Christ. He shows men their punishment. He calls men to the Savior. He is the source of rebirth. At the moment of rebirth, He takes every believer into the Body of Christ. He grows believers into mature Christians. He comforts believers. He gives the spiritual gifts to believers. With these gifts, believers can serve God through His church. He keeps the believer safe until the day of the last salvation. His presence in the Christian is the promise that God will make the believer completely like Christ. He explains and gives power to the believer and to the church in worship, evangelism, and service.

III. Man

Man is the special creation of God. Man is made in God's likeness. God created them as male and female. They are the greatest work of His creation. Being made male or female by God is a part of the goodness of God's creation. In the beginning man was innocent of sin. He was given the gift of freedom of choice by his Creator. By his free choice man sinned against God. Man brought sin into all people in the entire world. Through the temptation of Satan, man disobeyed the command of God. He lost his original innocence. Now all men inherit a life and a background willing to sin. As a result, as soon as they are able to make right decisions and actions, they become sinners. They are guilty of sin. Only the kindness of God can bring man into His holy fellowship. Only the kindness of God can let man complete the creative purpose of God. The godliness of all people is obvious, because God made man in His own likeness. The godliness of all people is obvious, because Christ died for all men. Now every person of every race should receive respect and Christian love.

IV. Salvation

Salvation includes the whole man. Salvation is given to all who accept Jesus Christ as Lord and Savior. Jesus Christ by His own blood brought

never-ending salvation to the believer. Salvation includes being accepted just as you are when you turn from your sin. Salvation includes being set apart for His work. Salvation includes being made to worship God. There is no salvation without personal faith in Jesus Christ as Lord.

A. Regeneration, or the new birth, is a work of God's kindness. Believers become new creatures in Christ Jesus. It is a change of heart created by the Holy Spirit. The Holy Spirit shows us our sin. The sinner begins by turning from sin and turning to God. The sinner has faith in the Lord Jesus Christ. Turning from sin and turning to God and faith are experiences of God's kindness that are never separated.

Repentance is a real turning from sin to God. Faith is the acceptance of Jesus Christ and commitment of the whole person to Him as Lord and Savior.

B. Justification is God's kind and complete pardon from sin of all sinners because of His righteousness. All sinners must turn from their sin and turn to God. All sinners must believe in Christ to receive justification. Justification brings the believer into a relationship of peace and approval with God.

C. Sanctification is the way a believer is set apart for God's purposes. Sanctification begins with new birth. The believer grows toward moral and spiritual maturity. The believer grows because of the presence and power of the Holy Spirit living in him. Growth should continue throughout the believer's life.

D. Glorification is the result of salvation. Glorification is the last blessed condition of the believer. This condition never ends for the believer as he worships God forever in heaven.

V. God's Purpose of Grace

Becoming one of God's children is the caring work of God. He accepts us just as we are. He sets us apart for His work. He wants us to be with Him and to worship Him forever. God's kind

plan does not deny the free will of man. God's plan includes all the ways to accomplish this. God's plan is the great evidence of God's most excellent goodness. God's plan is very wise, holy, and cannot be changed. God's plan does not include boasting. God's plan encourages humility.

All true believers continue forever. Believers that God has accepted in Christ and set apart for His work by His Spirit will never lose their salvation. They shall continue forever. Believers may sin because of neglect and temptation. Believers grieve the Spirit because they sin. Believers damage their graces and comforts because of sin. Believers bring criticism on the cause of Christ because of sin. Believers bring worldly judgments on themselves because of sin. Even though they may sin, true believers will still be saved by the power of God through faith in Jesus Christ.

VI. The Church

A New Testament church of the Lord Jesus Christ is an independent local congregation of baptized believers. These believers are joined by shared agreement. These believers share in the same faith and fellowship of the gospel. This group of baptized believers observes the two ordinances of Christ. They are guided by His laws. They use the gifts, rights, and privileges given to them by His Word. They are trying to present the gospel to all people on the earth. Each congregation works under the Lordship of Christ by self-governing methods.

In this kind of congregation, each member is responsible and accountable to Christ as Lord. The church's scriptural officers are pastors and deacons. Both men and women are given gifts by the Holy Spirit for service in the church. The office of pastor is limited to men that meet the qualifications found in Scripture.

The New Testament describes the church as the Body of Christ. This church includes all of the believers from throughout history. These believers come from every people group. They

come from every language group. They come from all people from every country.

VII. Baptism and the Lord's Supper

Christian baptism is the immersion of a believer in water in the name of the Father, the Son, and the Holy Spirit. It is an act of obedience. Baptism is the picture of the believer's faith in a crucified, buried, and risen Savior. Baptism is a picture of the believer's death to sin, the burial of the old life, and the resurrection to walk in a new life in Christ Jesus. Baptism shows the believer's faith in the final resurrection of the dead. Baptism is required before church membership. Baptism is also required before taking the Lord's Supper.

The Lord's Supper is a picture of obedience. Church members eat the bread and drink the fruit of the vine. They remember the death of the Redeemer. They look forward to His second coming.

VIII. The Lord's Day

The first day of the week is the Lord's Day. It is a Christian custom to recognize this day regularly. On this day Christians celebrate the resurrection of Christ from the dead. This day should include worship and spiritual commitment, both public and private. Activities on the Lord's Day should agree with the Christian's sense of right and wrong under the Lordship of Jesus Christ.

IX. The Kingdom

The Kingdom of God includes His general rule over the universe. The Kingdom of God also includes His rule over men. These men of their own free will accept Him as King. The Kingdom is the area of salvation. Men receive this salvation by having trust like a child and making a commitment like a child to Jesus Christ. Christians should pray and work so that the Kingdom of God may come. Christians should pray and work so that God's will may be done on earth. The Kingdom of God will be complete when Jesus Christ returns to earth again at the end of this time.

X. Last Things

God, in His own time and in His own way, will bring the world to its right end. In keeping with His promise, Jesus Christ will return to earth in person. He will be seen in all His greatness by all people on the earth. The dead will be raised. Christ will judge all men with honesty. The unworthy will be sent to Hell, the place of never-ending punishment. The worthy, in their resurrected and glorified bodies, will receive their reward. They will live forever in Heaven with the Lord.

XI. Evangelism and Missions

It is the job and honor of every follower of Christ and of every church of the Lord Jesus Christ to try to make disciples of the people from all nations. The new birth of man's spirit by God's Holy Spirit means the birth of love for others. Winning the lost world to faith in Jesus Christ depends on all believers. Making disciples is a Christian duty for the person who has already accepted Jesus Christ as Savior and Lord. Making disciples is clearly commanded many times in the teachings of Christ. The Lord Jesus Christ has commanded the preaching of the gospel to all nations. It is the duty of every child of God to try always to win the lost to Christ by a spoken witness. The child of God should also present a Christian way of life. The methods used to witness should be in agreement with the gospel of Christ.

XII. Education

Christianity is the faith of explanation and intelligence. In Jesus Christ are all the riches of understanding and learning. All good learning is a part of our Christian history. The new birth opens all human abilities. The new birth creates a desire for learning. The reason for education in the Kingdom of Christ is brought together with missions and general kindness to others. These should receive the generous support of the churches. A system of Christian education is necessary for a complete spiritual program for Christ's people.

In Christian education, there should be a good balance between educational freedom and educational responsibility. Freedom in any orderly relationship of human life is always incomplete and never final. The freedom of a teacher in a Christian school, college, or seminary is controlled by the authority of Jesus Christ. The teacher is controlled by the power of the Scriptures. The teacher is controlled by the obvious purpose for which the school was started and continues.

XIII. Stewardship

God is the giver of all earthly and heavenly blessings. God is the giver of all that we have and all that we are. Christians have a spiritual responsibility to the whole world. Christians have a responsibility to share the gospel. Christians have a duty to be good managers of their possessions. They have the responsibility to serve Him with their time, talents, and material possessions. Christians should know that all of these are given to them to use for the glory of God and for helping others. The Scriptures say that Christians should give a percentage of their income cheerfully, regularly, carefully, and generously. Christians should give for the progress of the Redeemer's plan on earth.

XIV. Cooperation

Christ's people should, as time requires, plan associations and conventions that will best get cooperation for the Kingdom of God. Such organizations have no power over one another or over the churches. These organizations are voluntary. They are to make suggestions planned to get, to join, and to direct the interests of our people in the most successful way. Members of New Testament churches should help each other to spread the missionary, educational, and kind ministries of Christ's Kingdom. This should be done together to add to Christ's Kingdom. The meaning of Christian unity in the New Testament is spiritual agreement and voluntary help by many groups of Christ's people to reach a common purpose.

Cooperation is wanted between the many Christian denominations when the purpose is right.

Cooperation is wanted when there is no ignoring of the sense of right and wrong. Cooperation is wanted when there is no giving up of loyalty to Christ and His Word as explained in the New Testament.

XV. The Christian and the Social Order

All Christians have a responsibility to try to make the will of Christ first in our own lives and in the world. The ways and methods used to improve society and to create righteousness among men can be very helpful. These changes are helpful only if they come because of the rebirth of the person by the saving grace of God in Jesus Christ. Just like Christ, Christians should be against racial discrimination, every form of greed, self-interest, and evil, and all forms of sexual wrongdoing, including adultery, homosexuality, and pornography. We should work to provide for orphans, the poor, the abused, the old, the weak, and the sick. We should speak for the unborn. We should insist on the holiness of all human life from its creation to natural death. Every Christian should try to bring business, government, and all people under the influence of righteousness, truth, and brotherly love. To do this Christians should be ready to work with all men of good will in any good cause. Christians should always be careful to act in love without giving up their loyalty to Christ and His truth.

XVI. Peace and War

It is the duty of Christians to try to find peace with all men. In keeping with the character and teachings of Christ, Christians should do everything they can to put an end to war.

The true solution for war is the gospel of our Lord. The first need of the world is to accept His teachings in all the actions of men and nations. The world needs to apply His law of love to everything they do. Christian people all over the

world should pray for the time to come when the Prince of Peace will be in control.

XVII. Religious Liberty

God alone is Lord of what is right and wrong. Man's sense of what is right and wrong is free from the rules and commandments of men. These rules and commandments may be different from His Word. They may not be found in His Word. Church and state should be separate. The state owes protection to every church. The state owes complete freedom to every church in seeking spiritual matters. In giving this freedom, no religious group or denomination should be given any special treatment by the state. The national government was planned by God. It is the duty of Christians to give faithful obedience in all things that are not against the known will of God. The church should not expect the national government to do its work. The gospel of Christ considers only spiritual methods to reach its purposes. The state has no right to require punishment for religious beliefs of any kind. The state has no right to require taxes for the support of any form of religion. A free church in a free state is the Christian ideal. This suggests the right of free communication with God by all men. This also suggests the right to start and spread religious opinions without trouble from the government.

XVIII. The Family

God has planned the family as the first institution of the world. It is made up of persons joined to one another by marriage, blood, or adoption.

Marriage is the joining of one man and one woman with the promise of being faithful to one another for a lifetime. Marriage is God's special gift. Marriage shows the union between Christ and His church. Marriage gives the man and the woman the way for intimate friendship. Marriage is the way of sexual expression according to the main beliefs in the Bible.

Marriage is the way for increasing of the human race.

The husband and wife are of the same worth before God. Both are created in God's likeness. The marriage relationship shows the way God relates to His people. A husband is to love his wife as Christ loved the church. He has the God-given duty to provide for, to protect, and to guide his family. A wife is to submit herself with kindness to the servant leadership of her husband. A wife submits just as the church willingly submits to the leadership of Christ. She is made in the likeness of God. Her husband is also made in the likeness of God. This makes the wife and husband equals. She has the God-given duty respect her husband. She is to serve as his helper in running the household and supporting the next generation.

Children, from the moment of creation, are a blessing and inheritance from the Lord. Parents are to show to their children God's example for marriage. Parents are to teach their children spiritual and right values. Parents are to guide

their children to make choices based on truths in the Bible. Parents are to guide their children by living a life faithful to God. Parents are to guide their children with loving discipline. Children are to respect and obey their parents.

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ADMISSIONS

Students who endeavor to develop their intellect, character, and Christian faith through higher education are invited to apply for admission to Northeastern Baptist College. Informational brochures are available from the Admissions Office and are online at www.nebcvt.org.

ADMISSIONS POLICIES

The Admissions Office evaluates applications on the basis of each student's preparation for college-level courses, the relative strength of their academic program, standardized test results (SAT/ACT), the applicant's personal statement, confidential recommendations, and the program of study desired. The Admissions Committee seeks to admit those applicants who are most likely to benefit from and contribute to the college community at Northeastern Baptist College.

All questions about admission policies or requirements should be directed to the Admissions Office, Northeastern Baptist College, 104 Kocher Drive, Bennington, VT 05201; phone: (802) 753-7233 X620 or email: J.Ferguson@nebcvt.org.

ADMISSIONS REQUIREMENTS

- **Application:** Complete an online application at www.nebcvt.org/apply. No application fee is required. Completed applications will be considered up to 12 months prior to the deadline; however, applications completed after the deadline may result in a delayed enrollment.
 - **Fall enrollment deadline: July 1st.**
 - **Spring enrollment deadline: December 1st.**
- **Transcript(s):** Provide official transcripts of all previous academic work reflecting credit hours earned or attempted. Original transcripts must be certified by and mailed

from the registrar of each school directly to Northeastern Baptist College's Admissions Office in an official, sealed envelope.

High school students: High school students making application will submit a high school transcript during his/her senior year and one upon graduation.

Homeschool students: Homeschool students making application will submit an official transcript from a lawfully operated non-public school (or a GED). The transcript must contain all subjects completed between 9th-12th grades, as well as the homeschool's name, address, and telephone number.

Transfer students: Provide official transcripts for all post-secondary institutions attended. Credits earned at other institutions will be evaluated by the Registrar for transferability and will be assessed individually to assure satisfactory completion of pertinent course content, as well as applicability to the educational program being pursued at NEBC. (See Transfer Credit Policy in Academic Policies & Procedures section.) Applicants may be required to provide a copy of the transfer institution's catalog.

- **SAT/ACT Test Scores:** If taken, students should provide official test scores from either the SAT or ACT. These test scores must be certified by and mailed from the respective testing agency directly to NEBC's Admissions Office in an official, sealed envelope. While an applicant's test scores are not required for admission to NEBC, the scores will determine the student's status in a grammar courses and a 7-week, non-credit basic math course. If no scores are submitted, the student will complete assessment tests during New Student Orientation to determine course placement. NEBC's school code for the SAT is DI - 7999.

- **Two Personal References:** Request two individuals (non-family members) who have known you at least two years to complete the Confidential Reference form through the online application.
- **Pastoral Reference:** Request one pastor (non-family member) who has known you for at least one year to complete the Pastor's Confidential Reference form through the online application.
- **Church Recommendation:** Request the church of your current membership or your home church to complete the Church Recommendation through the online application.
- **Agreement with Standards of Conduct and the Baptist Faith & Message:** Carefully read the Standards of Conduct and the Baptist Faith and Message, and the requested sections of the Academic Catalog, then check the necessary boxes in the online application.
- **Personal Essays:** Submit two Personal Statement Essays (250-400 words each) as part of the online application. First, the Personal Statement is an account of the student's salvation experience. Second, the Personal Goals is a description of the student's purpose for pursuing an education at Northeastern Baptist College.

TRANSFER STUDENTS & POLICIES

Students who have graduated from high school or earned a GED and completed 12 credits or more of college-level course work at another institution of higher education at the time of application are considered transfer students.

Program Credit Transfer: Northeastern Baptist College may accept up to 60 credits transferred towards a degree in the Bachelor program and up to 20 credits towards a degree in the Associate program.

Ministry Practicum: Candidates for bachelor's degrees at NEBC must complete seven semesters of Ministry Practicum. Because transfer students may not attend Northeastern Baptist College for seven semesters, they may receive credit for previously completed ministry activity by submitting a one-page paper to the Academic Dean. This paper will be of academic quality and formatted according to NEBC's writing requirements.

The ministry activity proposed for credit must include at least 36 hours of ministry time. This may include a one-week mission trip or it could include such activities as summer camp ministry, serving as a summer missionary, or providing support for a local church during summer ministry. Transfer students will supply the name and contact information for the ministry supervisor, as the Academic Dean may choose to verify the nature and extent of the activity.

The Academic Dean will review the petition and award credit for activities deemed sufficient. The Academic Dean must receive any Ministry Practicum transfer credit papers before the graduation application deadline.

PROVISIONAL ACCEPTANCE

In exceptional circumstances, the President, in consultation with the Academic Dean, may choose to allow a student to enroll with a provisional status. Such an admission would be handled on a case-by-case basis, but Provisional status will generally include certain constraints on the number and type of classes, as well as constant monitoring of GPA and academic progress to provide provisionally accepted students the best opportunity to succeed in their academic career. Upon satisfactory fulfillment of the conditions established for the provisional admission, the student will become eligible for regular status.

PART-TIME, NON-DEGREE SEEKING STUDENTS

Part-time, non-degree seeking students may enroll in courses for credit by submitting a one-page application to the Admissions Director or completing one online. There is no application fee. A part-time non-degree seeking student can take up to 4 courses for credit which may be applied towards degree fulfillment if the student is admitted to the college through the regular admissions process.

HIGH SCHOOL JUNIORS & SENIORS EARLY SCHOLARS

The Early Scholars Program is Northeastern Baptist College's dual enrollment offering for high school students. The program is available to both traditional and home school students. A complete description of the Early Scholars program can be found in the Educational Programs section of this catalog and at <https://nebcvt.org/academics/early-scholars-program/> on the NEBC website.

To apply to the program, students will complete the following steps:

- Complete and mail the downloadable Early Scholar's application found at <https://nebcvt.org/academics/early-scholars-program/>
- Submit Middle or High School transcript
- Submit a recommendation from High School Principal or Homeschool Coordinator

Mail the information to the Director of the Early Scholars Program, Northeastern Baptist College, PO Box 4600, Bennington, VT 05201-4600.

AUDIT-ONLY STUDENTS

With the professor's approval, interested parties may audit courses when space is available. Auditors should apply via the Part-time, non-degree seeking student application @ www.nebcvt.org/apply. Audit fees apply.

RE-ENROLLMENT STUDENTS

Students seeking re-enrollment to Northeastern Baptist College following a leave of absence of one or two semesters may enroll through normal registration procedures. Students whose leave has extended beyond two semesters are required to complete the college's re-enrollment form. Upon submission of the re-enrollment form, the request will be considered for approval by the Dean of Students, Registrar, Academic Dean, and President. Students will be notified regarding approval/rejection of re-enrollment request in writing within 30 days of the form's submission. Students seeking re-enrollment after a period of two years of absence must reapply to the college.

PREVIEW DAYS & CAMPUS VISITS

Northeastern Baptist College hosts two Preview Days for prospective students on October 1, 2020 (cancelled due to COVID19) and April 15, 2021. These days provide an opportunity for prospective students to see firsthand what God is doing at our school, to hear from our faculty and students, and to fellowship with others who are discerning God's leading to NEBC. During the scheduled Preview Days, prospective students attend classes, tour the campus, meet with the President and attend an informational, question-and-answer faculty panel.

If prospective students are not able to attend one of the Preview Days, they are encouraged to make other arrangements to visit Northeastern Baptist College in order to experience campus life in person. Contact our Admissions Office (802) 753-7233 X 620 to make a reservation for one of our Preview Days or for campus visit information.

NEW STUDENT ORIENTATION

All students beginning a degree program for the first time are required to attend New Student Orientation at the beginning of their first semester. The orientation schedule is communicated with accepted students in the months leading up to the beginning of the semester.

During Orientation students will register for courses, receive student identification cards, building entry fobs, mailbox assignments, and will sit for math and/or grammar reviews and assessments.

MATH AND GRAMMAR PLACEMENT

Students' SAT/ACT scores determine their placement in Grammar and Math courses. English scores below SAT 600 or ACT 26 or Math scores below SAT 550 or ACT 20 (or when no SAT/ACT scores are submitted) will sit for reviews and assessments during New Student Orientation.

HOUSING

Students planning to live in campus housing should note that space is limited, and housing assignments are processed by the Student Life Office based on the date of acceptance to Northeastern Baptist College. NEBC's Jehovah Jireh Hall provides housing for 34 single students.

At this time, NEBC is not equipped to provide housing for married students. For more information regarding NEBC's housing policies, contact the Student Life office.

TUITION AND COST

Northeastern Baptist College is dedicated to preventing financial need from hindering any student's attendance. Therefore, upon receipt of a Pastor's recommendation and a Church's recommendation, students receive the Pastoral & Church scholarships which reduce tuition rates substantially beneath the national average. The College is diligently working year-round to ensure that scholarships are available and made known to students in need.

GENERAL COSTS

Tuition

Annual tuition cost	\$27,000	12-18 CREDIT HOURS PER SEMESTER
Annual tuition cost with Pastoral & Church scholarships	\$11,000	12-18 CREDIT HOURS PER SEMESTER
Part-time student cost	\$900	PER CREDIT HOUR
Part-time student cost with Pastoral & Church scholarships	\$470	PER CREDIT HOUR
Part-time non-degree seeking student cost	\$250	PER COURSE UP TO 12 CREDITS
Diploma student cost	\$200	PER CREDIT HOUR
Diploma student with Pastoral & Church scholarships	\$100	PER CREDIT HOUR
Audit cost	\$50	PER COURSE AUDITED

Housing

School-in-session housing cost	\$3,000	FOR 10 MONTHS
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General Scholarships

Pastoral Reference scholarship	\$6,000
Church Recommendation scholarship	\$10,000
Work Study program benefit	\$11,000

Additional fees

Library processing fee	\$100	ANNUAL FEE
Student Life fee	\$75	PER SEMESTER FEE
Graduation fee	\$100	
Overage course fee*	\$750	PER CREDIT HOUR
Overage course fee with Pastoral & Church Scholarships*	\$310	PER CREDIT HOUR

*Once a full-time student reaches the 18 credit hour maximum per semester, he/she will be billed per credit hour for any additional courses in which he/she enrolls. The definition of a semester is a regular 16-week term plus a condensed term. There are two semesters (1) Fall and J-Term, (2) Spring and S-Term(s). Thus, if a student enrolls in 18 credit hours for fall and 3 credit hours for J-Term he/she will be billed an additional 3 credit hours, in addition to the regular annual tuition as noted above.

REFUND POLICIES

Failure to attend class does not automatically generate a withdrawal and does not entitle the student to a refund of tuition. Students must contact the Registrar to begin the withdrawal process before a refund will be considered. Students who are administratively withdrawn for poor attendance will not receive any refunds. Students who are dismissed by NEBC due to academic or disciplinary reasons are not eligible for a refund.

When the Registrar notifies the Business Office of a student withdrawal, the Business Office will complete a Financial Withdrawal Statement for the student. This statement will calculate the student's financial situation and determine the amount of refund or the amount the student owes NEBC.

Refunds are determined by the official date of withdrawal. Tuition and Room are prorated based on the designated Drop date for the semester. The refund schedules are provided below.

TUITION REFUND SCHEDULE

1 Week Intensive

Withdraw before Classes Begin	100% Refund
Withdraw on Day 1	75% Refund
Withdraw on Day 2-5	0% Refund

16 Week Semester

Withdraw First week	100% Refund
Withdraw Second week	75% Refund
Withdraw Third week	50% Refund
Withdraw after Drop date	0% Refund

ROOM REFUND SCHEDULE

Fall Semester

Withdraw before Move-In Day	100% Refund
Withdraw before September 1 st	80% Refund
Withdraw before October 1 st	60% Refund
Withdraw before November 1 st	40% Refund
Withdraw before December 1 st	20% Refund
Thereafter	0% Refund

Spring Semester

Withdraw before Move-In Day	100% Refund
Withdraw before February 1 st	80% Refund
Withdraw before March 1 st	60% Refund
Withdraw before April 1 st	40% Refund
Withdraw before May 1 st	20% Refund
Thereafter	0% Refund

Work Study Program

Students who are enrolled in the Work Study program will be charged for tuition costs that are not covered by hours worked. If a student withdraws after the drop date, the Business Office will calculate the total hours worked, subtract them from the tuition cost and bill the students for the remaining amount. This will be documented in the Financial Withdrawal Statement. A withdrawal after the drop date may result in a balance owed to NEBC.

If the student is eligible for a refund based on the Financial Withdrawal Statement, the student must fill out a Refund Request Form. Refund Request Forms are available in the Business Office. Refunds will only be issued to the student. Refunds will be processed within 30 business days of the request. When the refund is processed, the check will be mailed to the

permanent home address we have on file unless instructed to do otherwise on the Refund Request Form. NEBC retains the right to use any credit balance from tuition and room to pay any other bills the student may have with NEBC. In other words, a student's refund money will be used to pay any outstanding fees, book charges, etc. first, before processing the refund.

If the student owes the school money after withdrawal, the student must contact the Business Office to work out a payment plan and

sign the Payment Plan Agreement Form. Students with an outstanding balance will not be able to re-enroll until the balance is paid off. Transcripts will not be available until the balance is paid in full.

The Enrollment Fee is non-refundable. All other fees will be refunded 100% before classes begin, 75% after classes begin but before the Drop date. After the Drop date, fees are not refundable.

FACILITIES

MAIN CAMPUS

Northeastern Baptist College's main campus is located at 104 Kocher Street in Bennington, Vermont. It occupies the 3rd and 4th floor of Grace Christian School.

CHAPEL

The College Chapel is located within the main campus on the east end of the 3rd floor. It accommodates 200 students and faculty.

COMPUTER LAB

At the main campus, Northeastern has a study room set aside for students, complete with computers, printers, and ample study space.

JEHOVAH JIREH HALL

The college's student dormitory, Jehovah Jireh Hall, is located at 250 Main Street. It is positioned within walking distance of the NEBC Hogue Library and downtown Bennington. The

Hall provides housing for students and includes a laundry facility, full-service kitchen, and common area. The dorms are conveniently located along the Bennington bus line (free to students) which provides service to the local area. NEBC's housing is available on a first come, first served basis to accepted students.

HOGUE LIBRARY

The Charles & Pauline Hoge library is located in the heart of Bennington's downtown and adjacent to Student Housing. Hogue Library is the only Christian library in Vermont and is home to the largest collection of theological volumes in New England. In addition, the Library offers students access to several online journals and collections and is open to the community.

HEBREWS CAFÉ

The Hebrews Café is located in the Charles & Pauline Hogue Library. It offers coffee and light snacks. The Café is a comfortable gathering spot where students can relax and study. Hebrews stays open until 10 p.m. during the week.

STUDENT LOUNGE

At the main campus and adjacent to the Chapel, Northeastern has a lounge area complete with couches, TV and video games, chess table, pool table, and foosball where students can meet, relax, and study.

STUDENT STUDY

At the main campus, Northeastern has a study/lunchroom set aside for students which is complete with microwaves, refrigerator, vending machine, and seating area.

STUDENT RESOURCES & CAMPUS LIFE

ACADEMIC ADVISEMENT

Students are expected to participate in academic advisement with an advisor to ensure appropriate course timing and program completion. During the semester, students can meet with academic advisors to make changes to current classes and to discuss course selection and registration for each subsequent semester. At any time, students may request a degree audit from the registrar to assure they are on track with their anticipated completion date. It is ultimately the responsibility of the student, however, to complete the appropriate courses required for degree completion.

B.E.N.E.A.T.H. TRIPS

BENEATH stands for Believers Exploring New England's Awesome Theological History. Northeastern organizes trips for faculty, staff, and students to historic sites in New England which are of great theological significance. Outings are enhanced with faculty explanations of the site and happenings which have affected this region with the gospel. BENEATH trips encourage students to connect with New England's rich theological history and to develop a vision for the region's future. Participation in the event is voluntary, but highly encouraged.

CHAPEL SERVICES

Northeastern holds two chapel services per week with a wide range of speakers, from international missionaries to local pastors and faculty. The student-led worship during chapel provides students with valuable experience. Chapel services includes our own version of the "251 Club" where we pray for each 251 towns in Vermont. Chapel at NEBC is a vital part of each student's spiritual growth and development.

Students are expected to attend Chapel. Attendance is recorded by the student's RA or, for commuter students, the Director of Student

Services. If students are unable to attend Chapel, they must alert the RA or Director of Student Services promptly. Excessive absenteeism will result in disciplinary action.

DISABILITIES SUPPORT

Northeastern Baptist College complies with the Americans with Disabilities Act (1990) and Section 504 of the Rehabilitation Act (1973) and therefore seeks to provide access to students with disabilities. It is the student's responsibility to voluntarily identify himself/herself as disabled to the Director of Student Life in order to receive accommodations. Upon presentation of acceptable documentation, the Director will then address the needs of each student on an individual basis. In some cases, Northeastern Baptist College may request additional medical or disability information to fully assess the circumstances. Documentation of disability is kept confidential and the Director of Student Life will maintain records related to student disability. Faculty should refer students with any accommodation requests to the Director of Student Life.

In post-secondary settings, the student is responsible to request special accommodation if desired, but a faculty member can make a student comfortable by having a statement on each syllabus that tells students that if they have a disability and may need accommodations they will need to meet with the Director of Student Life before accommodations may be implemented. The Director of Student Life will work directly with the student and the student's faculty to coordinate classroom and coursework accommodations. Instructors shall accommodate all students with a disability unless such accommodation compromises the essential elements of the course, program, service, job, activity, or facility or creates an undue hardship, as legally defined. Instructors should present any concerns to the Director of Student Life.

DRUGS, ALCOHOL, & TOBACCO POLICY

According to the Students' Standards of Conduct, students will not be permitted to use or possess drugs, marijuana, alcohol, or tobacco (including e-cigarettes, vapes, and other emulating products) while enrolled at NEBC. Students found in violation of this standard may be subject to discipline according to NEBC's discipline guidelines. Furthermore, if a student is found in violation of Vermont State law, they may be subject to legal action as well.

The Student Services office maintains information concerning drug, marijuana, alcohol, and tobacco abuse effects and has access to resources for substance abuse support and rehabilitation groups. NEBC has an amnesty policy to encourage students struggling with these issues to receive proper assistance.

FOOD SERVICE

Currently, the college does not offer a meal plan program. However, students living on campus have access to kitchens to prepare their own meals, and Bennington has several grocery stores and restaurants in close proximity to the dorm and main campus.

HOMECOMING

Homecoming Week at Northeastern Baptist College is an annual fall event to celebrate what God has accomplished in and through the college. It is a gathering for worship, preaching, inspiration, announcements, and fellowship among the NEBC community of students, families, alumni, trustees, faculty, staff, churches, pastors, and supporters from around the world.

MINISTRY PRACTICUM

Ministry practicum is a vital part of every degree offered at NEBC. It is a unique, hands-on component which connects students with local church ministries where practical experience in

ministry is gained. This 1-credit course is graded by the student's Shepherd group leader and meets weekly to help students balance the *Mind of a Scholar*, the *Heart of a Shepherd*, and the *Perseverance of a Solider* by providing group mentoring and practical experience in local church ministry. Every student participates in these small groups. Ministry experiences shared within the Shepherd group provide assessment of the students' ministry practicum fulfillment.

PERSONAL COUNSELING

Students seeking personal or professional counseling have two options to pursue. Informal counseling can be sought through advisors, shepherds, or staff in the Student Services Office. Professional counseling arrangements can be facilitated through the Student Services Office as this office maintains a list of counselors available to Northeastern Students.

RESEARCH WEEKS

Northeastern Baptist College has established two separate Research Weeks during the school year; scheduled at the midway point in the fall and spring semesters. Research Weeks provide students with focused time to engage in course-related research/writing and to participate in scholarly lectures hosted by the college each spring. Lecture topics may include current theological, academic, or ministry/practical issues. Classes are not in session during Research Weeks, but students are expected to attend lectures.

RESIDENCE LIFE

Northeastern Baptist College provides housing for students in Jehovah Jireh Hall, the college's dormitory. Staffed by the Director of Student Services and trained student Resident Assistants, this facility provides an environment which fosters personal growth and responsibility, as students practice living in a Christian community. Jehovah Jireh Hall is conveniently located within walking distance of the NEBC Hogue Library and downtown Bennington and is

on the free bus line which provides transportation to local area. Jehovah Jireh Hall provides students a laundry facility, full-service kitchen, and common area. For more information, please see NEBC's Student Handbook.

SEXUAL HARASSMENT POLICY

NEBC has a zero-tolerance policy in regard to sexual harassment, abuse, and assault. The document on page 21 of this catalog sets forth the college's policy, as well as procedures for reporting and actions that will be taken in case of a suspected violation of this policy. The policy and procedures section of the policy also sets forth the responsibilities and rights of both students and employees.

It is the intention of this policy to ensure that NEBC is a workplace and an educational entity free of sexual harassment, abuse, and assault. Both students and employees are strongly encouraged to report suspected violations of this policy. See the complete Sexual Harassment Policy and Procedures section on page 21.

SHEPHERD GROUPS

Shepherd Groups provide students with both mentorship and peer support for the purpose of personal and spiritual development.

Northeastern faculty and staff members provide guidance to small groups of no more than 12 students, mentoring them in spiritual growth, ministry experience, and personal development. Each student's Ministry Practicum is graded by the student's Shepherd Group leader. Shepherd Groups meet once a week on Wednesdays during the Chapel hour.

STUDENT GOVERNMENT

Northeastern Baptist College's Student Government provides students the opportunity to gain valuable experience in organizing and leading within the student body.

In addition to providing direction and support for students during the school year, the SGA hosts many social events throughout the year (New Student Picnic, Student Thanksgiving Dinner, campus-wide Christmas party, Spirit Week and several other events). The SGA holds open meetings, Town Hall events for students to attend, and is a member of the American Student Government Association.

STUDENT RIGHTS & RESPONSIBILITIES

Once a student signs the Student Standards of Conduct and appropriate enrollment documents, the student is under contract with Northeastern Baptist College. Joining the Northeastern Baptist College student community entails certain rights as well as specific responsibilities with the goal of emulating Christ.

Student Rights: The NEBC student has rights including, but not limited to:

- The right to have access to, and knowledge of the policies to which they are accountable.
- The right to air student grievances, equal opportunity, due process, and appeal as detailed under the Policies and Procedures in the Student Discipline sections of the Student Handbook.
- The right to confidentiality of student records in accordance with FERPA/1974, as well as the right of the student to access these records as detailed under the Records section of the Academic Catalog.

Student Responsibilities: The NEBC student also has responsibilities including, but not limited to:

- The responsibility to act in a manner consistent with the values of NEBC and the Christian faith, while also obeying all local, state, and federal laws.

- The responsibility to treat others and the property of others with respect.
- The responsibility to read and understand the Academic Catalog, the Student Handbook, and any other relevant official college document.

TRAVEL WITH A PURPOSE

Northeastern Baptist College provides students and faculty regular opportunities to experience international and domestic travel for missions and academic pursuits.

WORK STUDY PROGRAM

Northeastern Baptist College is committed to providing low-cost, debt-free education by offering the Work Study program. Students can apply for a limited number of Work Study positions which provide tuition payment in exchange for working on-campus for 12 hours per week when classes are in session. The program covers tuition costs, but does not include payments for room, books, or other student fees.

The Director of the program works with students and staff to determine placement within the needs of the college. Students receive orientation and training for assigned work positions. Students must maintain a good academic standing to retain their position in the program.

SEXUAL HARASSMENT POLICY AND PROCEDURES

The college shall not tolerate any form of sexual harassment, abuse, or assault among faculty, staff, or students. In other words, NEBC has a zero-tolerance policy in regard to sexual harassment, abuse, and assault. This document sets forth the college's policy as well as procedures for reporting and action that will be taken in case of suspected violation of this policy. This document also sets forth the responsibilities and rights of both students and

employees. It is the intention of this policy to ensure that NEBC is a workplace and an educational entity free of sexual harassment, abuse, and assault. Both students and employees are strongly encouraged to report suspected violations of this policy.

Employee Policy - Sexual Harassment, Abuse, and Assault in the workplace are unlawful in the State of Vermont. Further, it is unlawful to retaliate against an employee for filing a complaint of sexual harassment or cooperating in an investigation into charges of sexual harassment. In the State of Vermont sexual harassment in the workplace is defined as follows: Sexual harassment is a form of sex discrimination and means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- submission to that conduct is made either explicitly or implicitly a term or condition of employment;
- submission to or rejection of such conduct by an individual is used as a component of the basis for employment decisions affecting that individual; or
- the conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

In addition to the above definitions, Vermont Law recognizes, but is not limited to the following examples of sexual harassment which include, but are not limited to the following, when such acts or behavior come within one of the above definitions:

- either explicitly or implicitly conditioning any term of employment (e.g. continued employment, wages, evaluation, advancement, assigned duties or shifts) on the provision of sexual favors;
- touching or grabbing a sexual part of an employee's body;

- touching or grabbing any part of an employee's body after that person has indicated, or it is known, that such physical contact was unwelcome;
- continuing to ask an employee to socialize on or off-duty when that person has indicated s/he is not interested;
- displaying or transmitting sexually suggestive pictures, objects, cartoons, or posters if it is known or should be known that the behavior is unwelcome;
- continuing to write sexually suggestive notes or letters if it is known or should be known that the person does not welcome such behavior;
- referring to or calling a person a sexualized name if it is known or should be known that the person does not welcome such behavior;
- regularly telling sexual jokes or using sexually vulgar or explicit language in the presence of a person if it is known or should be known that the person does not welcome such behavior;
- retaliation of any kind for having filed or supported a complaint of sexual harassment (e.g. ostracizing the person, pressuring the person to drop or not support the complaint, adversely altering that person's duties or work environment, etc.);
- derogatory or provoking remarks about or relating to an employee's sex;
- harassing acts or behavior directed against a person on the basis of his or her sex;
- off-duty conduct which falls within the above definition and affects the work environment.

An employee should recognize that any and/or all of the following consequences may be expected for violating NEBC's zero tolerance policy:

- reprimand,
- probation,
- required counseling,
- suspension,
- failure to offer future contracts, and/or
- termination.

In addition, an employee may not receive an offer of future contracts, or be terminated if there is cause to believe that an employee may retaliate against others for making complaints of sexual harassment and/or cooperating with an investigation of sexual harassment. Further, it should be understood NEBC will report any findings of sexual harassment, abuse, or assault to the proper authorities immediately.

Student Policy - While the above policy is required by Vermont Law in regard to employees within a workplace environment, NEBC adopts the same policy for student-to-student relationships. We are a Christian institution and will maintain a zero-tolerance policy for sexual harassment, abuse, and assault among our student body.

Faculty/Staff-Student Policy - The student-professor and student-college staff relationships in a Christian institution must be maintained with professionalism, integrity, and holiness. Considering the Biblical instructions concerning teacher and mentor responsibilities and accountability to our Lord Jesus Christ, NEBC expects all faculty and staff to be extra careful in relating to students. The Apostle Paul's admonition to Timothy sets a high standard of expectation. "Do not rebuke an older man, but exhort him as a father, younger men as brothers, older women as mothers, younger women as sisters, with all purity." (1 Timothy 5:1-2) Therefore, the entirety of the above policy applies to these relationships, and should be guarded carefully.

Employee Procedures - Considering our Christian witness, NEBC's zero-tolerance policy, and the fact that sexual assault, abuse, and harassment are unlawful in the state of Vermont; all violations of the above policy should be reported immediately. The suspected violation should be reported in writing. Copies of the report should be given to the employee's immediate supervisor, the Vice President of Administration, and the President. The report

may be hand delivered or mailed via US Mail to the following:

Employee's Immediate Supervisor, NEBC
PO BOX 4600
Bennington, VT 05201

Vice President Dave King, NEBC
PO BOX 4600
Bennington, VT 05201

President Mark H. Ballard, NEBC
PO BOX 4600
Bennington, VT 05201

Each of the listed persons may also be reached by telephone at 802-753-7233. If the suspected violation involves one of the above persons, the report should be made only to the other two. Upon receipt of a suspected violation of the above policy, the President, Academic Dean, and one other person, appointed by the President will conduct a preliminary investigation into the report. The results of the preliminary investigation will be placed in written form and include: the scope of the preliminary investigation, the findings, and any action taken. The preliminary report will be placed in the employee's file, and shared with the officers of the Board of Trustees. Possible findings and potential action of the preliminary investigation include:

1. If no indication of the suspected violation is found, the employee under investigation will be notified and encouraged to be careful to avoid even the appearance of violation in the future.
2. If clear evidence of violation is discovered the employee may be reprimanded, placed on probation, required to seek counseling, suspended, receive notice of intent to not offer future contracts, and/or be terminated immediately. If there is clear evidence that state or federal law has been violated, it will be reported to the proper authorities immediately. NEBC will cooperate with law enforcement in any investigation process they deem necessary.

3. If there is indication of possible violation but it is determined a full internal investigation is needed, the President, in consultation with the Board Officers, will appoint an Investigation Team. If a Full Investigation is called for, the President may suspend the employee in question, pending the completion of the Full Investigation. If at any time during the Full Investigation the Investigation Team finds evidence of a violation of state or federal law, it will be reported immediately to the appropriate authorities, and then reported in writing to the Vice President of Administration, the President, and the Board Officers. The final report of the Investigation Team will be reported in writing. A copy of the final report with findings and recommended action may include:

- A. A finding of no evidence of the suspected violation of the policy and no indication that the employee may retaliate against complainants, and/or those who cooperated with the investigation. The Investigation Team may recommend full reinstatement of service, reinstatement of service with probation, and/or reinstatement of service with counseling.
- B. A finding of no evidence of suspected violation, but an assessment indicating the likelihood the employee will retaliate against one or more of the complainants, and/or those who cooperated with the investigation. In this case the Investigation Team may recommend further counseling, probation, that future contracts not be offered, or that the employee be terminated. The final decision on this recommendation rests with the President in consultation with the Board Officers.
- C. A finding of evidence that the above policy was indeed violated. If federal or state law was violated the report should indicate the discovery of the violation of law, the date, time, law enforcement agency, as well as the name and contact information for the law enforcement officer who was notified of the breach of law. The report should also include one of the following recommendations:
 - i. Probation and/or Suspension with Counseling

- ii. Terminal Leave until the end of current contract term, with no future contract offer.
- iii. Immediate Termination

A copy of the final report will be given to the employee under investigation, the Vice President of Administration, the President, the Board Officers, and a copy will be placed in the employee's file. Upon receipt of the final report, the President, in consultation with the Board Officers, will act on the recommendation. The decision of the President, in consultation with the Board Officers, will be considered the final action of the college on the matter.

Student Procedure - Considering our Christian witness, NEBC's zero-tolerance policy, and the fact that sexual assault, abuse, and harassment are unlawful in the state of Vermont; all violations of the above policy should be reported immediately. The suspected violation should be reported in writing. Copies of the report should be given to the Student Life Director, the Vice President/ Dean of Students, and the President. The report may be hand delivered or mailed via US Mail to the following:

Student Life Director, NEBC
PO BOX 4600
Bennington, VT 05201

Dean of Student's Office, NEBC
PO BOX 4600
Bennington, VT 05201

President Mark H. Ballard, NEBC
PO BOX 4600
Bennington, VT 05201

Each person may also be reached by telephone at 802-753-7233. If the suspected violation involves one of the above persons, the report should be made only to the other two. Upon receipt of a suspected violation of the above policy, the President, Dean of Students, and one other person, appointed by the President will conduct a preliminary investigation into the report. The results of the preliminary investigation will be placed in written form and include: the scope of the preliminary

investigation, the findings, and any action taken. The preliminary report will be placed in the student and/or employee file of the person(s) involved. The report will also be shared with the officers of the Board of Trustees. Possible findings and potential action of the preliminary investigation include:

1.If no indication of the suspected violation is found, the student and/or employee under investigation will be notified and encouraged to be careful to avoid even the appearance of violation in the future.

2.If clear evidence of violation is discovered the student and/or employee may be reprimanded, placed on probation, required to seek counseling, suspended, or expelled. If the person found in violation is an employee, he/she may also receive notice of intent to not offer future contracts, and/or be terminated immediately. If there is clear evidence state or federal law has been violated, it will be reported to the proper authorities immediately. NEBC will cooperate with law enforcement in any investigation process they deem necessary.

3. If there is indication of possible violation but it is determined a full internal investigation is needed, the President, in consultation with the Board Officers, will appoint an Investigation Team to conduct the Full Investigation. If a Full Investigation is called for, the President may suspend the student and/or employee in question, pending the completion of the Full Investigation. If at any time during the Full Investigation the Investigation Team finds evidence of a violation of state or federal law, it will be reported immediately to the appropriate authorities, and then reported in writing to the Dean of Students, Vice President of Administration, the President, and the Board Officers.

The final report of the Investigation Team will be reported in writing. A copy of the final report with findings and recommended action may include:

A. A finding of no evidence of the suspected violation of the policy and no indication that the student and/or employee may retaliate against complainants, and/or those who cooperated with the investigation. The Investigation Team may recommend full reinstatement, reinstatement with probation, and/or reinstatement with counseling.

B. A finding of no evidence of suspected violation, but an assessment indicating the likelihood the student and/or employee will retaliate against one or more of the complainants, and/or those who cooperated with the investigation. In this case the Investigation Team may recommend further counseling, probation, suspension, expulsion, that future contracts not be offered, or that the student and/or employee be terminated. The final decision on this recommendation rests with the President in consultation with the Board Officers.

C. A finding of evidence that the above policy was indeed violated. If federal or state law was violated the report should indicate the discovery of the violation of law, the date, time, law enforcement agency, as well as the name and contact information of the law enforcement officer who was notified of the breach of law. The report should also include one of the following recommendations:

- i. Probation, Suspension with Counseling, and/or Expulsion of a student,
- ii. Probation and/or Suspension with Counseling

- iii. Terminal Leave until the end of current contract term, with no future contract offer of an employee.
- iv. Immediate Termination of an employee

A copy of the final report will be given to the student and/or employee under investigation, the Dean of Students, the Vice President of Administration, the President, the Board Officers, and a copy will be placed in the student and/or employee file. Upon receipt of the final report, the President, in consultation with the Board Officers, will act on the recommendation. The decision of the President, in consultation with the Board Officers, will be considered the final action of the college on the matter.

Legal Contact Information

Bennington Police Department
118 South St. Bennington, VT 05201
802-442-1030.

Vermont Attorney General's Office Civil Rights
Unit 109 State Street, Montpelier, VT 05609
802-828- 3171

Equal Employment Opportunity Commission
New York District Office 33
Whitehall Street, 5th Floor, New York, NY 10004
800-669-4000; F:212-336-3790
TTY:800-669-6820, ASLV: 844-234-5122
www.EEOC.gov.

ACADEMIC POLICIES AND PROCEDURES

ACADEMIC ADVISEMENT

Because of the nature and design of NEBC's undergraduate programs, every student participates in academic advisement with an academic advisor to ensure appropriate course timing and program completion.

Students are also required to meet with their academic advisor to make changes to current class schedules during the semester and to discuss course selection and registration for each subsequent semester. Students may request a degree audit from their advisor or the registrar to assure they are on track with their anticipated completion date; however, it is ultimately the responsibility of the student to complete the appropriate courses required for degree completion.

ACADEMIC DISCIPLINE

WARNING: Semester GPA below 2.0

Any student who does not achieve a semester GPA of 2.0 for a given semester will receive an Academic Warning.

PROBATION: Cumulative GPA below 2.0

Any student with 30 or more earned credits whose cumulative GPA falls below a 2.0 will be placed on Academic Probation. The student will not be permitted to take more than 12 hours in subsequent semesters until his cumulative GPA rises to or above 2.0. To enroll for courses, an Academic Probation Contract must be completed and signed by his Academic Advisor, the Academic Dean and submitted to the Registrar. Academic Probation will be noted on the student's transcript.

SUSPENSION:

Cumulative & Semester GPA below 2.0

Any student whose semester GPA falls below 2.0 for the semester following Academic Probation,

will be placed on Academic Suspension. The student must withdraw from enrollment for one semester. After the semester of suspension, the student may re-enroll on Academic Probation status and must submit a signed Probation Contract to the Registrar, limiting the student to 12 hours. Academic Suspension will be noted on the student's transcript.

ACADEMIC HONORS

Every semester, Northeastern Baptist College recognizes students whose academic efforts have produced excellent grade point averages. Students are recognized during the first or second Chapel of the subsequent semester.

- President's List: **3.85 – 4.2**
- Dean's List with Distinction: **3.6 – 3.84**
- Dean's List: **3.5 – 3.59**

ACADEMIC INTEGRITY AND PLAGIARISM

Cheating is a type of deception that takes many forms, such as copying from another person's quiz or exam; the use of unauthorized notes, previous exams, books, or other materials; the submission of another's work to fulfill a course requirement; the unauthorized use of work completed for one course in another; or the reporting of material as read that was not read.

Plagiarism is a serious offense that is illegal, unethical, and immoral. Plagiarism exists when one gives the impression that another person's words or ideas (written or oral) are their own. This can occur intentionally or unintentionally. Examples include the use of quotations without identification by quotation marks and citation or paraphrasing the words or ideas of another without giving credit (unless describing common knowledge). Plagiarism is not only poor

academic practice but also demonstrates a disregard for the work of others.

A student who breaks the standard of academic integrity by cheating or plagiarism will be confronted by the faculty member involved and will be reported to the Dean of Students and Academic Dean. The result will be a “zero” grade for that particular assignment, which may result in an “F” for the course (e.g. depending on the normal weight of that particular assignment, as articulated on the syllabus, the student may fail the course). It may also lead to expulsion from the institution, or a revocation of a degree already granted by NEBC.

ACADEMIC REGULATIONS

The Vice President/Academic Dean administers the academic policies and procedures of NEBC. These academic regulations are established by the Dean in consultation with the Faculty and President, under the authority of the Board of Trustees. NEBC reserves the right to change academic policies and requirements as needed. Questions concerning the current status of all academic matters should be addressed to the Vice President/Academic Dean.

The information in this catalog applies to the academic year 2019-2020 only. NEBC reserves the right, in its sole discretion, to review, modify, amend, alter, rescind, abolish, or delete any provision of this catalog or of any other catalogs, policies, publications, or statements of the college. This right includes, without limitation, admission or graduation standards, degree requirements, and accreditation of academic programs. This catalog is not a contract, real or implied; it is for informational purposes only. The most current version is always online at www.nebcvt.org.

Students may take advantage of any improvements that appear in later catalogs while they are enrolled. A student who withdraws from enrollment for more than one academic year may be required to re-enter

under the catalog current at the time of readmission.

ADD, DROP, AND WITHDRAW FROM COURSES

To add, drop, or withdraw from a course, students must submit an ADD/DROP/WITHDRAW form, with all necessary professor and advisor’s signatures, to the Registrar prior to the deadline.

ADD deadline: The first business day of the second week of the academic semester.
Fall semester - August 31, 2020.
Spring semester - January 25, 2021.

DROP deadline: The first business day of the fourth week of the academic semester.
Fall semester - September 14, 2020.
Spring semester - February 8, 2021.

WITHDRAW deadline: Four weeks prior to the last day of class during the academic semester. Withdrawals are permitted only when a student has a passing grade in the course.
Fall semester - November 13, 2020.
Spring semester – April 9, 2021.

If a student desires to drop a course after the drop deadline, he/she can withdrawal from the course on a pass basis until the withdrawal deadline. Withdrawing on a failing basis will not be allowed. An appeal may be made to the Academic Dean under extreme situations.

CLASS ATTENDANCE

Regular class attendance is expected at Northeastern Baptist College. Professors are responsible for their individual attendance policies; however, professors are at liberty to assign a failing grade to any student who is absent from 15% or more of scheduled class meetings, regardless of the student’s assignment and/or examination grades.

COMPUTER USE AND CONDUCT

Email is a vital communication tool for faculty, staff, and students at Northeastern Baptist College. Each student must provide a valid email address during the initial registration process and is required to verify or update the email address at the time of registration each term. The email address given to each student during New Student Orientation will be used for all official communication from NEBC, including professors' course communications.

Electronic device usage in the classroom is based solely upon the professor's preference. While using a device during class, students are expected to conduct themselves appropriately and in accordance with the Statement of Faith and student handbook, which they have signed. Any inappropriate conduct, language, or general misuse on computers will be reported to the Dean of Students for evaluation and possible disciplinary action.

CONCURRENT ENROLLMENT

Students concurrently enrolled in Northeastern Baptist College and another institution of higher education must follow NEBC concurrent enrollment guidelines. Students may not take more than 21 credit hours per semester from NEBC and not more than 24 credit hours in total.

GENDER ENROLLMENT POLICY

Northeastern Baptist College exists to train men and women to have the *Mind of a Scholar*, *Heart of a Shepherd*, and *Perseverance of a Soldier*. Regarding theological and biblical training, Scripture provides clear, delineated roles between men and women within the ecclesiastical setting. As an institution who trains men and women for service in ministry, Northeastern Baptist College firmly adheres to theological and biblical precepts regarding the doctrine of the Church. The Baptist Faith and Message 2000 is the guiding doctrinal statement for the College, and therefore we agree with the

statement that the office of the pastor is limited to qualified men. It is because of this guiding principle, NEBC admits only male students for degrees in Pastoral Ministry and Church Planting.

GRADING EXPLANATION

Grade points are awarded on the following basis:

98-100	A+	4.2
93-97	A	4.0
90-92	A-	3.8
88-89	B+	3.2
83-87	B	3.0
80-82	B-	2.8
78-79	C+	2.2
73-77	C	2.0
70-72	C-	1.8
68-69	D+	1.2
63-67	D	1.0
60-62	D-	0.8
< 60	F	0.0

Grade A+, A, A-

Represents exceptional performance.

Grade B+, B, B-

Represents a better command of the material than is generally required to pass the course.

Grade C+, C, C-

Signifies that the student has demonstrated an acceptable level of competency in the course of study. A student must achieve a cumulative average grade of C to graduate.

Grade D+, D, D-

Signifies that the student's grasp of the academic components of the course was minimal, but the professor believes that the student would not significantly profit by repeating the course.

Grade F

Is applied to a numerical score of less than 60 and indicates a student's failure to master the essentials of the course. A student must repeat the course before credit may be allowed. Grades received when the failed course is repeated will be used to calculate final GPA. Students must achieve an overall average of C to receive their degree.

I - Incomplete

If circumstances prevent an otherwise competent student from completing the requirements of a course by the end of the class schedule, the instructor may assign the letter I. The student must complete the work of that course as quickly as possible and must do so by the end of the fourth week following the end of the course. If the grades on incomplete work have not been submitted to the Registrar by six weeks after the end of the course, the Registrar will enter the grade of F. Exceptions may apply.

W - Withdrawal

If a student desires to drop a course after the drop deadline, he/she can withdrawal from the course on a pass basis until the withdrawal deadline. The grade of W will be submitted and posted on the student's transcript.

P/F – Pass or Fail

The non-credit Basic Math course, and the Ministry Practicum are administered on a pass/fail basis and are graded P or F. Ministry Practicum are assessed and graded by the student's shepherd group leader.

CR - Transfer credit accepted

Transfer credit does not affect a student's GPA.

R - Retake

When a student retakes a course, the higher grade will be used to calculate GPA, though both grades will be noted on the student's transcript.

GRADUATION

Northeastern Baptist College celebrates the perseverance and excellence of its students and their accomplishments each spring at our annual Commencement celebration. It is the student's responsibility to be aware of all deadlines and procedures to qualify for graduation. Students are encouraged to see the Registrar for a graduation check and degree audit at the conclusion of their junior year. This will allow the student two full semesters to complete courses required for graduation in a specific degree program.

Qualifications for Graduation

1. Minimum cumulative grade point average of 2.0.
2. Minimum major department grade point average of 2.6.
3. Completion of all academic degree requirements; credit hours and prescribed courses.
4. Graduation application must be submitted to the Registrar's office no later than February 19, 2021 to participate in the May 15, 2021 commencement service. Any transcript corrections (including grades, transfer credits, advanced standing credits, etc.) must be completed by this time.
5. Sit for the Senior Oral Examination. During a student's final semester, he/she will undergo a comprehensive oral examination (April 28-30, 2021). A faculty committee will evaluate the student's doctrinal stance and comprehensive academic achievement within the student's specific area of study. Students who demonstrate an adequate grasp of the material studied will be approved for graduation. If a student's doctrinal stance is not consistent with the doctrinal position of the college, he/she will be allowed to graduate but will not receive a recommendation from the college for Christian ministry. The President and/or Senior Vice President/Academic Dean may sit on any oral committee, as they determine.

6. Compete and submit a Graduation Clearance form to the Registrar by April 30, 2021. This form involves clearances from the President's office, Student Life, Library services, Business office, and the Registrar.

Graduate in Absentia: Students are required to be present at graduation exercises. A student is excused from attendance only by written permission of the Academic Dean. Written requests specifying the unusual circumstances leading to such a request to graduate in absentia must be submitted by the student no later than three weeks prior to the date on which he or she is scheduled to graduate.

INCLEMENT WEATHER OR CAMPUS EMERGENCIES

In the event of inclement weather or emergency, the student body will be notified via the Populi messaging system and/or through local media. Students will refer to the Delayed Class Schedule available on Populi and posted on campus. If the school is facing any immediate threat or danger, students will be fully informed in a timely fashion concerning any issues of which they need to be made aware.

LEAVE OF ABSENCE

During times of crisis or unforeseen circumstances, students may choose to take a leave of absence and not register for class for one or two semester(s). Students may have their admission status maintained for two regular semesters upon submission of the Leave of Absence form to the Registrar. Such students are free to register for classes during the open registration period as usual during that time. Students choosing to extend a Leave of Absence beyond two semesters will be required to submit a Re-enrollment Form for approval in order to register for classes. A Leave of Absence extended beyond two years will require a student to reapply to the college.

PLACEMENT: ENGLISH/MATH

The admissions and academic policies of NEBC serve to assure that students have the capability to succeed in their studies. To that end, Northeastern Baptist College requires all students to be proficient in both English and Mathematics prior to enrollment in required general education courses. English and math proficiencies are determined by SAT/ACT scores and/or assessment testing during NSO.

First Year Students

SAT/ACT scores collected during the application process will determine the student's placement in Grammar and Math courses. Students submitting English scores below SAT 600 or ACT 26 or Math scores below SAT 550 or ACT 20 (or when no SAT/ACT scores are submitted) will be required to take assessment tests during New Student Orientation to determine the student's Grammar and Math placement.

Transfer Students

Issuance of English transfer credits is at the discretion of Northeastern Baptist College. While courses will be reviewed by the Academics Office, acceptance will be determined by the following criteria:

- The course must have received a grade of B or better to be considered for transfer.
- The English course must have been completed less than five years prior to be considered for transfer. Courses completed five years prior and without an associated conferred degree will not be considered for transfer.
- Exceptions will be considered on a case by case basis.

MINISTRY PRACTICUM

Ministry practicum is a vital part of every degree program at NEBC. It is a unique, hands-on component which connects students with a local church where they gain practical experience in ministry. This 1-credit course is graded by the

student's Shepherd group leader and meets weekly to help students balance the *Mind of a Scholar*, the *Heart of a Shepherd*, and the *Perseverance of a Solider* by providing group mentoring and practical experience in local church ministry. Every student participates in these small groups. Ministry experiences shared within the Shepherd group provide assessment of the students' ministry practicum fulfillment.

Transfer Students & Ministry Practicum

Candidates for bachelor's degrees at NEBC must complete seven semesters of Ministry Practicum. However, since Transfer students may not attend Northeastern Baptist College for seven semesters, they can apply to receive credit for previously completed ministry activity by submitting a one-page paper summarizing the ministry activity for credit to the Academic Dean.

The request for Ministry Practicum credit requires a one-page paper of academic quality and formatted according to NEBC's writing requirements. Transfer students will supply the name and contact information for the ministry supervisor, as the Academic Dean may choose to verify the nature and extent of the activity.

The ministry activity proposed for credit must include at least 36 hours of ministry time. This may include a one-week mission trip or it could include such activities as summer camp ministry, serving as a summer missionary, or providing support for a local church during summer ministry. The Academic Dean will review the petition and award credit for activities deemed sufficient. The Academic Dean must receive any Ministry Practicum transfer credit papers before the graduation application deadline.

RECORDS

NEBC has established and is committed to specific guidelines for maintaining the confidentiality of student educational records in keeping with the Family Educational Rights and Privacy Act of 1974. FERPA generally bars

colleges from releasing any educational records that include "personally identifiable information" without the student's consent. Students' educational records, including transcripts, enrollment records, and academic plans, are not disclosed to anyone other than Northeastern Baptist College's personnel except in accordance with the written consent of the student and specific FERPA exceptions. Students submit a signed consent form annually with the Registrar's office indicating parental accessibility to the student's records.

RE-ENROLLMENT

Students seeking re-enrollment to Northeastern Baptist College after a period greater than two semesters of withdrawal are required to complete the college's re-enrollment form and communicate with the registrar his/her reason for non-continuation at NEBC and for his/her reason for seeking re-enrollment. Upon submission of the re-enrollment form, the request will be considered for approval by the Dean of Students, Registrar, Academic Dean, and President. Students will be notified regarding approval/rejection of re-enrollment request in writing within 30 days of the form's submission.

Within two semesters of withdrawal –

Students will have their admission status maintained and may register for classes during the regular registration period.

One year after withdrawal –

Students must submit an approved Re-enrollment Form to the Registrar's office in order to enroll in courses. Those students who have been withdrawn for more than one year may be required to re-enter under the catalog in effect at the time of re-entry.

Two years after withdrawal - Students are required to reapply through the Admissions Office.

Northeastern Baptist College personnel are allowed under the authority of the Vice President of Academics to access student records on a need-to-know basis for honors evaluation, routine processing, academic concerns, and to fulfill necessary administrative tasks. Student records are otherwise held in confidence.

Permanent academic records for each student consists of the following:

- Completed application for admission
- Early Scholars file, if applicable
- Transcripts from all institutions attended
- Final college transcript (showing degree received and the date awarded)
- Graduation application with the final degree check
- Original church recommendation for admission
- Annual Church Membership verification forms
- Copies of any correspondence regarding disciplinary issues and the student's written response(s), if any. U.S. Courts have ruled that disciplinary files qualify as "educational records" under FERPA.
- Any other information deemed pertinent to a student's academic history

A student has the right, with the Registrar present, to view his or her permanent file, but is not allowed to alter the content in any way except by the addition of written and signed correctives. Failure to provide truthful and/or accurate information on applications, church certifications, or on other permanent records provided by the student may be grounds for dismissal.

The student has the right to request privacy of directory information. Directory information published by NEBC is in the public domain. Students may request that the school not disclose directory information about them. This may be done by written request to the Registrar.

REGISTRATION

Each semester during the registration period, students will meet with academic advisors to choose courses and register for the next term. Students are responsible for knowing what classes are needed to fulfill the degree requirements. In Populi, under the student tab, the degree audit helps students and their advisors to track how many credits are left for completing the degree. Graduation is not guaranteed based on Populi's degree audit tool. It is the responsibility of the student to track his or her progress toward graduation.

REVOCATION OF DEGREE

Northeastern Baptist College, by conferring a degree, does not provide a lifetime certification of the good character of the graduate, nor does it guarantee the orthodoxy or spiritual commitments of the graduate. Those who employ any graduate of the institution should conduct interviews and determine if the graduate fits the expectations of the employer.

If it should be discovered after graduation that the student misrepresented personal data on application forms on which admission was improperly based, or if it is found that the student cheated on exams, received transcript credit for courses not actually taken or completed, committed plagiarism in academic papers, or otherwise engaged in academic fraud or other behavior that would have led to expulsion if known at the time, the student may have his or her degree revoked. The academic transcript will note any such revocation from the date of official action. A degree may also be revoked if it is discovered that a diploma was issued in error.

If the student believes the revocation is based on erroneous information or is unjust and appeals the ruling to the Registrar, the case will be reviewed by the Executive Staff. The student would have the right to a hearing and may provide further information to resolve the issue. The decision of the Academic Dean, if it is further disputed by the student, may be reviewed by the President using a procedure appropriate to the case. Unless overturned by the President, the Deans' decision is final.

SEMESTER COURSE LOAD

The full-time undergraduate academic course load at Northeastern Baptist College is 12–18 hours per semester. Students must receive prior approval from his/her Advisor, the Registrar, and the Academic Dean to take more than 18 hours in a semester. Students are not allowed to take more than 21 hours in a semester. Extra fees apply for semesters exceeding 18 credit hours.

STUDENT CLASSIFICATION

- Freshman: 0–29 hours completed
- Sophomore: 30–62 hours completed
- Junior: 63–95 hours completed
- Senior: 96–130 hours completed

STYLE REQUIREMENTS FOR WRITTEN WORK

The standard style manual for written work at Northeastern Baptist College is Kate L. Turabian's *A Manual for Writers of Research Papers, Theses, and Dissertations*, 8th ed. (2013). Turabian style is required in all undergraduate general education and Bible courses, unless specified otherwise by the course professor. Christian Counseling and Business Administration courses will adhere to the APA style manual: *American Psychological Association Publication Manual of the American Psychological Association*, 6th ed. (2009).

TRANSFER CREDIT POLICY

Northeastern Baptist College generally accepts credits earned at institutions of higher learning which are accredited by their regional accrediting body. However, the Academic Office reserves the right to accept or reject credits. The College understands the hard work invested to earn college credits, thus it is our desire to evaluate all course work for maximum transfer of credits.

- Up to 60 credit hours earned from previous institutions of higher learning are transferable to Northeastern Baptist College in pursuit of a bachelor degree.
- Up to 20 credit hours earned from previous institutions of higher learning are transferable to Northeastern Baptist College in pursuit of an associate degree.
- Up to 36 credit hours from Word of Life Bible Institute are transferable to Northeastern Baptist College in pursuit of a bachelor degree.
- The following courses are non-transferable and are required to be taken at Northeastern Baptist College: Hermeneutics, New Testament 1, and Old Testament 1.
- Earned course work of a "B" or higher from a previous college, university, or school of higher learning is considered transferable.
- Students may request an evaluation of a course for transfer through the Academic Office.

TRANSCRIPT REQUEST

All transcript requests must go through the Registrar's Office. A fee will be assessed of \$10.00 for the first transcript request and \$5.00 fee for each additional request. Requests can be made via Populi or b.mcdill@nebctvt.org

WITHDRAWAL FROM ENROLLMENT

Students seeking to withdraw from enrollment at Northeastern Baptist College are required to submit a withdrawal form to the Registrar, surrender his/her identification cards, return his/her mailbox key to the Business office, return all materials on loan to the Library,

participate in an exit interview, and clear his/her accounts with the Business Office.

Students not planning to enroll for a subsequent semester are required to withdraw from enrollment through the approved Leave of Absence procedure.

EDUCATIONAL PROGRAMS

EARLY SCHOLARS

High school and home school students who have fulfilled the basic entrance requirements listed below will take courses with NEBC students and be held to the same academic standards. The program gives students access to general education and Bible courses that will serve as the foundation for their future college career. Students who begin the recommended coursework in their sophomore year, can graduate high school with 24 credit hours. Students not wishing to follow the directed path of coursework may choose from any Early Scholars approved course, as noted in the Course Description section of this catalog. Early Scholars students may take up to 12 credit hours per semester.

Entrance Requirements:

- Participation in Introduction to College course offered in the spring of each year.
- High school GPA requirement of 3.0.
- Pass Early Scholars English proficiency test.
- Recommendation from High School Principal or Homeschool Coordinator).

Introduction to College course

NEBC offers a free non-credit Introduction to College course to any student interested in applying to the Program. The course is held during the spring of the year prior to enrollment. Students who are freshman or above are welcome to attend. The course covers academic, spiritual and social aspects of college life. Specific academic topics covered are intended to support the Early Scholars student in their transition to college course expectations. The course is facilitated by the Director of the Early Scholars Program with NEBC faculty serving as content specific lecturers.

English Proficiency Test

NEBC administers an English proficiency test to those students interested in applying to the Early Scholars Program. This test and the

student's GPA serve as factors to determine acceptance to the Program. The test is designed to assess a potential student's ability to be successful in writing, reading comprehension and critical thinking. It is the desire of NEBC that students only be enrolled in the Program if they have the ability to be successful. Students not passing the test are provided feedback on specific areas for improvement and are encouraged to retake the test the following year.

Support Services

Early Scholars will have access to all student services available to Northeastern Baptist College students: Library, Academic Advisement.

Tuition

- Student dually enrolled at Grace Christian School (GCS) - \$100.00 per course.
- Student enrolled in other high schools or home school programs - \$250.00 per course.
- Students choosing to matriculate to NEBC will receive a credit of up to 50% of their Early Scholars tuition toward their first year of college. Credits can be applied to tuition or housing.

Early Scholars Policies

Transcript Request One transcript per academic semester will be issued to the High School or Homeschool Coordinator to ensure student credit is received. These transcripts will be issued free of charge. Any additional transcript requests must go through the Registrar's Office. A fee of \$10.00 will be assessed for the first transcript request, with a \$5.00 fee for each additional request.

Attendance Early Scholars students are required to follow the attendance policy as defined by NEBC (see Class Attendance in the Academic Policies & Procedures section). Public

and private school students whose school vacation differs from NEBC will not be excused from class. All absences are considered unexcused unless special arrangements are made with the professor.

Grade Reporting To facilitate receipt of dual credit, each semester NEBC will issue an unofficial transcript to the student's high school or home school coordinator. Any additional transcript request must follow the guidelines outlined under Transcript Request (above).

NEBC will issue a mid-term Progress Report to the Principal of Grace Christian School students. Other non-GCS students whose school requires mid-term reporting can make arrangements with the Director of the Early Scholars Program.

Student Conduct and Academic

Integrity Students in the Early Scholars Program are required to meet all other relevant guidelines set forth in this academic catalog. Students are held to the same academic standards and are required to conduct themselves in accordance with the NEBC guidelines.

Student Records All questions concerning an Early Scholars student's academic progress or academic standing are privileged information between the student and the professor. According to the federal Family Educational Rights and Privacy Act of 1974 (FERPA), NEBC may not disclose information from an Early Scholar's educational record to the parent(s) unless the student is a dependent for income tax purposes.

Graduation Students in the Early Scholars program will receive a certificate indicating the college credit hours he or she has earned. This Early Scholars Certificate will be presented to each student upon High School graduation.

DIPLOMA IN CHRISTIAN MINISTRY

The Diploma in Christian Ministry is a one-year program designed for men and women who desire more biblical understanding and essential skills for ministry without seeking a degree. Those interested in earning a Diploma in Christian Ministry will take core Bible and Ministry courses that will lay the foundation for competent service within the local church. The Diploma in Christian Ministry will best serve those individuals who lead as children and youth workers as well as Sunday school or small group teachers.

The Diploma in Christian Ministry is a 28-credit hour program that can be completed in one academic year or longer if necessary. The Diploma Program is designed to provide biblical study and ministry training for those not seeking a degree.

Diploma students are not eligible for the Work Study Program; however, they do have the option to live in campus housing as a full-time Diploma student (12 credits per semester in considered full-time).

Diploma in Christian Ministry suggested course of study:

First Semester 14 HOURS

Hermeneutics BIB100
 Old or New Testament I, II, or III BIB101-6
 Survey of Bible Doctrines I BIB201
 Worldview & Apologetics BIB204
 English Grammar ENG102

Second Semester 14 HOURS

Personal Evangelism APM100D
 Old or New Testament I, II, or III BIB101-6D
 Survey of Bible Doctrines II BIB201
 Humanities Elective 3 HRS
 Science/Business/Math Elective 3 HRS

DEGREE PROGRAMS | ASSOCIATE DEGREES

Northeastern Baptist College offers Associate degrees in Biblical Studies and Business Administration. Each program requires a combination of hours in General Education, Bible & Theology, Ministry Practicum, and specific major focused courses. Associate degrees require 61 or 65 hours. Based on current course schedules, a student would be able to complete an associate degree in two years, including J terms and summer terms as needed for course scheduling. Students who complete an Associate degree in one of these programs can apply and potentially be accepted to complete a Bachelor's degree in the program at a later date.

GENERAL EDUCATION

In keeping with the foundational mission of Northeastern Baptist College, the General Education program includes courses in communication, literature, social science, humanities, fine arts, business, math and science. The program is designed to prepare students to have the *Mind of a Scholar*, *Heart of a Shepherd*, and *Perseverance of a Soldier* and to directly correlate course objectives with the educational objectives of the College. In doing so, students will have the ability:

- to understand biblical truth and uphold the authority of Scripture in relationship to the diverse beliefs, values, and practices within modern culture;
- to value the interrelationships among the arts, the sciences, aesthetics, morality, historical place and meaning, social existence and the Christian faith;
- to write effectively with the keen ability to relate to readers through the expression of academic and biblical/ theological ideas through proficient content development, utilization of appropriate supporting evidence, and proper grammar;
- to communicate clearly by organizing researched content and delivering presentations with articulation to promote a change in the listener's beliefs, values, and behaviors; and
- to demonstrate academic and skill-set competencies by defining ministry and culturally related problems, strategizing potential solutions, and evaluating likely outcomes from implemented solutions.

Within Northeastern Baptist College's General Education program, students can select courses that support and augment their area of ministry or personal interests. Northeastern offers more than 50 credit hours of general education.

BIBLE & THEOLOGY

The foundational mission of Northeastern Baptist College is expressed through the Bible & Theology program which is designed to prepare students to have the *Mind of a Scholar*, *Heart of a Shepherd*, and *Perseverance of a Soldier* and to directly correlate course objectives with the educational objectives of the College. All students are required to take a combination of foundational Bible & Theology courses including Hermeneutics and Personal Evangelism, in addition to major-specific Bible classes.

ASSOCIATE OF ARTS IN BIBLICAL STUDIES | 65 CREDITS

The Associate degree serves as an entry into higher education. Students may use the Associate of Arts in Biblical Studies as a means toward achieving a Bachelor of Arts in Biblical Studies in the future. This degree prepares students for entry level positions in ministry, missions or teaching in private religious schools. The Associate Degree integrates general education with ministry specific courses that focus on biblical knowledge and interpretation, and practical ministry skill development that will benefit students in the academic and ministry setting. Students earning an Associate Degree in Biblical Studies may find potential careers as a pastor, missionary, or teacher for religious schools and public school substitute.

Suggested course of study:

First Year

Fall 16 HOURS

Hermeneutics BIB100
 Old or New Testament I or III BIB101,103,104,OR 106
 Worldview & Apologetics BIB204
 English Composition I ENG101
 English Grammar ENG102
 Ministry Practicum APM101

Spring 16 HOURS

Personal Evangelism APM100
 Old or New Testament II BIB102 OR 105
 Ministry Elective 3HRS FROM BIB, CED, CPL, LAN,PSM
 Humanities Elective 3 HRS
 Science/Business/Math Elective 3 HRS
 Ministry Practicum APM101

Second Year

Fall 18 HOURS

Old or New Testament I or III BIB101,103,104,OR 106
 Survey of Bible Doctrines I 2HRS BIB201
 Spiritual Formation CCO202
 Church History HST206
 Ministry Elective 3HRS FROM BIB, CED, CPL, LAN,PSM
 Science/Business/Math Elective 3 HRS
 Ministry Practicum APM101

Spring 15 HOURS

Old or New Testament II BIB102/105
 Survey of Bible Doctrines II 2HRS BIB202
 Ministry Elective 3HRS FROM BIB, CED, CPL, LAN,PSM
 Humanities Elective 3 HRS
 Science/Business/Math Elective 3 HRS
 Ministry Practicum APM101

ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION | 61 CREDITS

The Associate degree serves as an entry into higher education. Students may use the Associate degree as a means toward achieving a Bachelor of Science in Business Administration. This Associate degree is designed to prepare students for entry level positions in various careers within the business field such as: entrepreneur, manager, or non-profit professional. The intent of the degree is to integrate a biblical worldview with professional business knowledge and skills essential for leading and serving in the marketplace with a Kingdom perspective. Students earning this degree will find potential careers as an entrepreneur, manager, non-profit professional, sales professional, or purchasing agent.

Suggested course of study:

First Year

Fall 16 HOURS

Hermeneutics BIB100

Survey of Bible Doctrines I 2HRS BIB201

English Composition I ENG101

English Grammar ENG102

Introduction to Business Seminar BUS100

Micro OR Macroeconomics BUS201 OR BUS202

Ministry Practicum APM101

Spring 15 HOURS

Survey of Bible Doctrines II 2HRS BIB202

Humanities Elective 3 HRS

Science/Business/Math Elective 3 HRS

Intro to Data Analysis & Presentation BUS105

Principles of Management BUS205

Ministry Practicum APM101

Second Year

Fall 17 HOURS

Old or New Testament I or III BIB101,103,104,OR 106

Worldview & Apologetics BIB204

Financial Accounting BUS206

Business Elective* 3 HRS

Business Elective* 3 HRS

Professional Preparedness BUS403

Ministry Practicum APM101

Spring 13 HOURS

Old or New Testament II BIB102/105

Humanities Elective 3 HRS

Business Elective* 3HRS

Business Elective* 3HRS

Ministry Practicum APM101

*SEE COURSE DESCRIPTIONS FOR ELECTIVES LISTING

DEGREE PROGRAMS | BACHELOR DEGREES

All baccalaureate students at Northeastern Baptist College are required to complete courses in General Education, Bible & Theology, Major-Specific, and Concentration courses. NEBC offers Bachelor degrees in Biblical Studies (3 specialized concentrations), in Business Administration (4 specialized concentrations), in Christian Counseling, and in Christian Education.

GENERAL EDUCATION

In keeping with the foundational mission of Northeastern Baptist College, the General Education program is designed to prepare students to have the *Mind of a Scholar*, *Heart of a Shepherd*, and *Perseverance of a Soldier* and to directly correlate course objectives with the educational objectives of the College. In doing so, students will have the ability:

- to understand biblical truth and uphold the authority of Scripture in relationship to the diverse beliefs, values, and practices within modern culture;
- to value the interrelationships among the arts, the sciences, aesthetics, morality, historical place and meaning, social existence and the Christian faith;
- to write effectively with the keen ability to relate to readers through the expression of academic and biblical/ theological ideas through proficient content development, utilization of appropriate supporting evidence, and proper grammar;
- to communicate clearly by organizing researched content and delivering presentations with articulation to promote a change in the listener's beliefs, values, and behaviors; and
- to demonstrate academic and skill-set competencies by defining ministry and culturally related problems, strategizing potential solutions, and evaluating likely outcomes from implemented solutions.

Within the College's General Education program, students can select courses that support and augment their area of ministry or personal interests from the areas of humanities, science, business, and theology. Students are required to complete 43 credit hours of general education courses: a minimum of 27 hours will come from courses in communication, literature, social sciences, humanities or fine arts and a minimum of 16 hours will come from courses in business, mathematics or science. Northeastern requires students to earn at least 3 credit hours of their 43 credit hours of general education at the 300 level or higher.

BIBLE & THEOLOGY

In keeping with the foundational mission of Northeastern Baptist College, the Bible & Theology program is designed to prepare students to have the *Mind of a Scholar*, *Heart of a Shepherd*, and *Perseverance of a Soldier* and to directly correlate course objectives with the educational objectives of the College. All students are required to take a number of Bible & Theology courses based on their area of study, including Hermeneutics, Personal Evangelism, and certain Bible classes.

BACHELOR OF ARTS IN BIBLICAL STUDIES | 128 CREDITS

Biblical Studies students will choose to specialize studies within three possible concentrations: Church Planting/Entrepreneurial Leadership, Interdisciplinary Studies, and Pastoral Ministry. Biblical Studies students are required to complete 43 hours of General Education courses, 27 hours of Bible & Theology courses, 24 hours of Biblical Studies courses, 24 hours of Concentration courses, 7 hours of Ministry Practicum courses, and 3 hours of Internship; totaling 128 hours of course requirements.

Biblical Studies Objectives

- Graduates will communicate a level of historical and theological knowledge, based on studies of systematic theology and church history, sufficiently equipped to prepare and present sermons, Bible studies, and/or other responses in keeping with their faith tradition.
- Graduates will explain the key themes and historical, linguistic and cultural context of any Old Testament book and its contribution to the rest of the Old Testament and the New Testament.
- Graduates will interact with various viewpoints concerning the major themes of Scripture us biblical language skills and tools, and the purposes and theological themes of each book of the New Testament.

Biblical Studies Areas of Specialization

In addition to the general Biblical Studies degree, the Biblical Studies program offers two areas of specialization in Church Planting /Entrepreneurial Leadership and Pastoral Ministry.

BIBLICAL STUDIES (INTERDISCIPLINARY)

If a student would prefer to take a variety of classes in the biblical disciplines rather than choose a single concentration, they may choose the option for a general Biblical Studies degree. Upon completion of this degree, the student will be thoroughly prepared not only to serve but to excel in Christian ministry. The successful student will have been trained in general education, theology, and the multiple disciplines of Christian ministry in the classroom while being mentored within a local church setting by an experienced pastor. Along with the standard General Education classes and Biblical & Theology classes, students must take 24 hours within the Church Planting/Entrepreneurial Leadership and Pastoral Ministry disciplines.

Biblical Studies Objectives

- Graduates will integrate coursework in biblical studies, systematic theology, church history, and biblical languages to prepare biblical presentations for the evangelizing, equipping and edifying of the church in various ministry contexts.
- Graduates will synthesize the knowledge of various Christian ministry disciplines to serve as a leader in a variety of ministry contexts.

CHURCH PLANTING/ENTREPRENEURIAL LEADERSHIP

Upon completion of this degree, the student will be thoroughly prepared not only to serve but to excel as a church planter. The successful student will have been trained in general education, theology, church planting, and entrepreneurial leadership in the classroom while being mentored by an experienced church planter and entrepreneurial leader. The student will be equipped to plant a church while providing for his/her material needs through entrepreneurial activities that enhance rather than detract from his/her ministry. Church Planting/Entrepreneurial Leadership concentration course offerings:

- Church Planting
- Entrepreneurial Leadership
- Pastoral Ministry
- Homiletics I (Preparation)
- Homiletics II (Delivery)
- Church Planting Movements & Contextualized Methods
- Business Plan Development & Implementation
- The Church Leader and Baptist Denominational Life

Church Planting/Entrepreneurial Leadership Objectives

- Graduates will formulate a strategy for planting a church that demonstrates a thorough understanding of context, church planting methods, leadership, evangelism, and business planning.
- Graduates will demonstrate the necessary knowledge and understanding of biblical studies, systematic theology, evangelism, church history, and biblical languages to prepare and present sermons and/or Bible studies in a church planting context.

PASTORAL MINISTRY

Upon completion of this degree, the student will be thoroughly prepared not only to serve but to excel in the pastorate. The successful student will have been trained in general education, theology, and pastoral ministry in the classroom while being mentored within a local church setting by an experienced pastor. Pastoral Ministry concentration course offerings:

- Pastoral Ministry
- Church Evangelism
- Homiletics I (Preparation)
- Homiletics II (Delivery)
- Discipleship Ministries
- Church Administration
- The Church Leader and the Baptist Denominational Life
- The Pastor and His Community

Pastoral Ministry Objectives

- Graduates will integrate coursework in biblical studies, systematic theology, church history, and biblical languages to prepare and present sermons for the evangelizing, equipping and edifying of the church.
- Graduates will demonstrate the necessary knowledge and understanding of principles for leadership, evangelism, church administration, and pastoral counseling to serve as the pastor of a local church.

Biblical Studies suggested course of study:**Freshman**

Fall 16 HOURS

English Composition I ENG101
 English Grammar ENG102
 Hermeneutics BIB100
 Old or New Testament I or III BIB101,103,104,OR 106
 Concentration Course* 3 HRS FROM BIB/CPL/PSM
 Ministry Practicum APM101

Spring 16 HOURS

English Composition II ENG105
 Personal Evangelism APM100
 Old or New Testament II BIB102 OR 105
 Humanities Elective 3 HRS
 Concentration Course* 3 HRS FROM BIB/CPL/PSM
 Ministry Practicum APM101

Sophomore

Fall 16 HOURS

Greek I LAN200
 Old or New Testament I or III BIB101,103,104,OR 106
 Church History HST206
 Science/Business/Math Elective 3 HRS
 Concentration Course* 3 HRS FROM BIB/CPL/PSM
 Ministry Practicum APM101

Spring 17 HOURS

Greek II LAN201
 Old or New Testament II BIB102/105
 Humanities Elective 3 HRS
 Science with Lab Elective 4 HRS
 Concentration Course* 3 HRS FROM BIB/CPL/PSM
 Ministry Practicum APM101

Junior

Junior Fall 16 HOURS

Hebrew I LAN300
 Introduction to Systematic Theology I BIB301
 Old or New Testament I or III BIB101,103,104,OR 106
 Worldview & Apologetics BIB204
 Concentration Course* 3 HRS FROM BIB/CPL/PSM
 Ministry Practicum APM101

Junior Spring 16 HOURS

Hebrew II LAN301
 Introduction to Systematic Theology II BIB302
 Baptist History & Distinctives HST303
 Humanities Elective 3 HRS
 Concentration Course* 3 HRS FROM BIB/CPL/PSM
 Ministry Practicum APM101

Senior

Senior Fall 16 HOURS

Old or New Testament I or III BIB101,103,104,OR 106
 Old Testament Exposition LAN401
 Humanities Elective 3 HRS
 Science/Business/Math Elective 3 HRS
 Concentration Course* 3 HRS FROM BIB/CPL/PSM
 Ministry Practicum APM101

Senior Spring 15 HOURS

Humanities Elective 3 HRS
 Science/Business/Math Elective 3 HRS
 New Testament Exposition LAN402
 Concentration Course* 3 HRS FROM BIB/CPL/PSM
 Biblical Studies Internship APM402

*9 HRS OF COURSES @ 300 LEVEL OR HIGHER

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION | 121 CREDITS

At NEBC we understand and embrace the idea that businesses and those that work in them present an opportunity to create lasting change in the marketplace and society. We further believe that Christian business leaders must be intentional in their approach to this if it is to create an eternal benefit to God's Kingdom. This intentionality is central to the design of NEBC's rigorous business program. Each concentration and course is structured with a purposeful integration of business principles and biblical truth. As a student in the business program, one will be equipped to become a powerful influence, armed with the tactical teaching of fundamental business administration skills along with a strategic biblical approach to achieve God's call.

Students choosing to pursue a degree in Business Administration will complete 46 credit hours of study in General Education and Bible & Theology studies, 56 credit hours in Business, and 9 credit hours in one area of specialization (which is to be declared to the Registrar by the beginning of a student's third semester of enrollment). Students will also complete 7 credit hours of Ministry Practicum and 3 credit hours of Internship. The four areas of study total 121 credit hours.

Business Administration Degree Objectives

- Graduates will embrace and execute business practices that exemplify the idea that the marketplace is a means to further God's Kingdom by affecting the economic, social, and spiritual lives of business stakeholders.
- Graduates will be intentional about making a difference in the community and the lives of the people within it when joining the workforce.
- Graduates will demonstrate integrity in the execution of day-to-day business activities in areas such as communication, accounting, management, business law, employee motivation, and human resources management.
- Graduates will demonstrate their ability to think strategically in the areas of finance, operations, marketing, planning, human capital, corporate ethics and responsibility, and change management.
- Graduates will display strong ethical and moral character in their business dealings based on integration of biblical and theological studies, business ethics, and management and leadership principles.

Business Administration Areas of Specialization and Double Majors

In addition to a general Business degree, the Business Administration program offers several areas of specialization in Entrepreneurial Leadership, Non-profit Management, and Project Management. Business Administration students may elect to pursue two concentrations (Double Major), which would include at least 12 credit hours of unique courses from the second concentration. Pursuing a Double Major requires the approval from the student's Academic Advisor and the Academic Dean.

BUSINESS ADMINISTRATION

- Graduates will demonstrate the knowledge necessary to effectively engage in business in a variety of industries and serve in a variety of roles throughout the organization.
- Graduates will be equipped with an understanding of business strategy, operations, marketing, finance, and human relations.

ENTREPRENEURIAL LEADERSHIP

- Graduates will demonstrate the knowledge necessary to begin a variety of new Entrepreneurial ventures that are innovative, create value, and are growth oriented with an awareness of how to take a firm from concept through growth.
- Graduates will be able to identify a business need and implement a business solution with a multiple bottom line approach – economic, social, environmental, and spiritual.

NON-PROFIT MANAGEMENT

- Graduates will be knowledgeable in and have the ability to respond to the unique needs of the various subsectors of the non-profit, or third sector and emergent fourth sector businesses.
- Graduates will demonstrate their knowledge of board governance, volunteer management and government regulatory considerations.

PROJECT MANAGEMENT

- Graduates will demonstrate that they are conversant and knowledgeable in all phases of the project lifecycle with the ability to employ a variety of project management methodologies.
- Graduates will be prepared to sit for industry project management certifications.

Business Administration suggested course of study:

Freshman

Fall 14 HOURS

English Composition I ENG101
 English Grammar ENG102
 Hermeneutics BIB100
 Freshman Business Seminar BUS100
 Microeconomics BUS201
 Ministry Practicum APM101

Spring 16 HOURS

English Composition II ENG105
 Personal Evangelism APM100
 Humanities Elective 3 HRS
 Interpersonal Communication COM102
 Data Analysis & Presentation BUS105
 Ministry Practicum APM101

Sophomore

Fall 17 HOURS

Principles of Management BIB205
 Financial Accounting BUS206
 Worldview & Apologetics BIB204
 Church History HST206
 Macroeconomics BUS202
 Ministry Practicum APM101

Spring 16 HOURS

Organizational Behavior BIB203
 Managerial Accounting BUS207
 Old or New Testament II BIB102/105
 Humanities Elective 3 HRS
 Science/Math Elective 3 HRS
 Ministry Practicum APM101

Junior

Fall 16 HOURS

Probability & Statistics MTH203
 Business Law I BUS304
 Old or New Testament I or III BIB101/103/104/106
 Business Elective 3HRS
 Concentration Course 3HRS
 Ministry Practicum APM101

Spring 17 HOURS

Humanities Elective 3 HRS
 Science Elective with Lab 4HRS
 Business Analytics BUS309
 Business Elective 3HRS
 Concentration Course 3HRS
 Ministry Practicum APM101

Senior

Fall 14 HOURS

Kingdom Ethics & Corp. Responsibility BUS302
 Principles of Leadership BUS303
 Professional Preparedness BUS209
 Business Elective 3HRS
 Ministry Practicum APM101

Spring 12 HOURS

Humanities Elective 3 HRS
 Business Elective 3HRS
 Concentration Course 3HRS
 Business Administration Internship APM405

BACHELOR OF SCIENCE IN CHRISTIAN COUNSELING | 125 CREDITS

All Christian Counseling major students are required to complete 43 hours of General Education courses, 24 hours of Bible & Theology courses, 48 hours of Christian Counseling courses, 7 hours of Ministry Practicum courses, and 3 hours of Internship; totaling 125 hours. Upon completion of this degree the student will be thoroughly prepared to excel in social services, public/private industry or ministry.

The successful student will have been trained in general education, bible, psychology, and counseling from a Christian worldview and will be prepared to serve in administration, community relations, case management, human/social services, mental health services, ministry, or religious education. In addition, completion of this degree is a foundational step for individuals going onto further education at the Master's level in Counseling.

Degree Objectives

- Graduates will be knowledgeable of the disciplines and practices that lead to spiritual formation.
- Graduates will be able to articulate the biblical and theological foundations of psychology and Christian counseling.
- Graduates will be knowledgeable of the basic tenets of human development, major counseling theories, psychopathology, and psychotherapy.
- Graduates will demonstrate the ability to integrate the precepts of the Christian faith with counseling.
- Graduates will facilitate the practice of fundamental counseling techniques for professional and lay counseling settings.

Christian Counseling suggested course of study:**Freshman**

Fall 16 HOURS

English Composition I ENG101
 English Grammar ENG102
 Hermeneutics BIB100
 Old or New Testament I or III BIB101,103,104,OR 106
 Introduction to Psychology PSY101
 Ministry Practicum APM101

Spring 16 HOURS

English Composition II ENG105
 Personal Evangelism APM100
 Old or New Testament II BIB102 OR 105
 Humanities Elective 3HRS
 Developmental Psychology PSY102
 Ministry Practicum APM101

Sophomore

Fall 16 HOURS

Old or New Testament I or III BIB101,103,104,OR 106
 Church History HST206
 Essentials of Christian Counseling CCO200
 Spiritual Formation CCO202
 Survey of Christian Counseling Theory CCO203
 Ministry Practicum APM101

Spring 17 HOURS

Science with Lab Elective 4 HRS
 Humanities Elective 3 HRS
 Issues in Christian Counseling CCO201
 Theory of Personalities CCO208
 Counseling Techniques & Methods CCO302
 Ministry Practicum APM101

Junior

Fall 16 HOURS

Old or New Testament I or III BIB101,103,104,OR 106
 Worldview & Apologetics BIB204
 Probability & Statistics MTH203
 Crisis Counseling CCO303
 Introduction to Drugs & Alcohol Counseling CCO304
 Ministry Practicum APM101

Spring 16 HOURS

Old or New Testament II BIB102 OR 105
 Science/Business/Math Elective 3 HRS
 Statistics for Psychology MTH302
 Christian Counseling for Children CCO308
 Abnormal Psychology PSY401
 Ministry Practicum APM101

Senior

Fall 16 HOURS

Old or New Testament I or III BIB101,103,104,OR 106
 Humanities Elective 3 HRS
 Science/Business/Math Elective 3 HRS
 Premarital & Marital Counseling CCO306
 C.Counseling for the Adolescent CCO307
 Ministry Practicum APM101

Spring 12 HOURS

Humanities Elective 3 HRS
 Science/Business/Math Elective 3 HRS
 Issues in Human Sexuality CCO402
 Christian Counseling Capstone Seminar APM404

BACHELOR OF SCIENCE IN CHRISTIAN EDUCATION

Students choosing to pursue a degree in Christian Education will complete 44 hours of General Education, 30 hours of Bible & Theology, 46 hours of Christian Education, 7 hours of Ministry Practicum, and 3 hours of Internship; totaling 130 hours. Upon completion of this degree the student will be thoroughly prepared to excel in Christian education.

Upon completion of this degree, the student will be thoroughly prepared to serve in the fields of elementary Christian education and Christian education ministry for all ages. The successful student will have been trained in general education, theology, and educational methodologies while being mentored within the local Christian school setting by an experienced educational leader.

Degree Objectives

- Graduates will express understanding of current and foundational education theories to be applied from a Christian worldview perspective.
- Graduates will formulate a personal philosophy of education based on proper biblical interpretation, Christian education history, and education theories.
- Graduates will prepare and present lesson plans and course content for the classroom at appropriate grade levels.
- Graduates will demonstrate the necessary knowledge to lead or teach in a Christian education ministry including curriculum, classroom management, developmental strategies, and spiritual formation for different age groups, and for training new teachers.
- Graduates will employ the knowledge necessary to conduct appropriate educational activities in a variety of formal learning contexts: homeschool, mission field, and/or a Christian school classroom.

Christian Education suggested course of study:

Freshman

Fall 16 HOURS

English Composition I ENG101
 English Grammar ENG102
 Hermeneutics BIB100
 New Testament I BIB104
 Introduction to Christian Education CED100
 Ministry Practicum APM101 1 HRS

Spring 16 HOURS

English Composition II ENG105
 Personal Evangelism APM100
 New Testament II or III BIB105 OR 106
 Developmental Psychology PSY102
 Interpreting & Teaching the Bible CED102
 Ministry Practicum APM101

Sophomore

Fall 16 HOURS

Old Testament I BIB101
 American History I HST105
 Worldview & Apologetics BIB204
 Spiritual Formation CCO202
 Math Foundations or Math for Teachers MTH101/105
 Ministry Practicum APM101

Spring 17 HOURS

Old Testament II or III BIB102 OR 103
 American History II HST106
 General Educational Methods CED208
 Children/Youth/Adult Ministries 3 HRS
 Biology with Lab SCI106/106A
 Ministry Practicum APM101

Junior

Fall 17 HOURS

History & Philosophy of Christian Ed. CED305
 Education Research & Psychology CED306
 Church History HST206
 Introduction to Systematic Theology I BIB301
 Science with Lab Elective 4 HRS
 Ministry Practicum APM101

Spring 17 HOURS

Discipline & Classroom Mgmt CED307
 Classroom Observation CED308
 Children/Youth/Adult Ministries 3 HRS
 Intro. to Systematic Theology II BIB302
 Government & Politics CED205
 Humanities Elective 3 HRS
 Ministry Practicum APM101

Senior

Fall 16 HOURS

Church Administration PSM302
 Curriculum & Assessment CED403
 Reading Methods CED404
 Probability & Statistics MTH203
 Science/Business/Math Elective 3 HRS
 Ministry Practicum APM101

Spring 15 HOURS

Baptist History & Distinctives HST303
 Educational Technology CED405
 Leadership of C.E. Ministries CED402
 Christian Education Internship APM406
 Science/Business/Math Elective 3 HRS

MINORS

Northeastern offers 6 minors, with an option for an individualized minor. A minor is a prescribed or individually tailored set of related courses totaling at least 15 credit hours outside of a student's major (and concentration). A Minor Request form must be submitted by the student to their Academic Advisor and the Academic Dean for approval. Although transfer credit may be applied to a minor, at least 50 percent of the credits must be taken at NEBC.

Biblical Studies 15 HOURS

Introduction to Systematic Theology I BIB301
 Introduction to Systematic Theology II BIB302
 Biblical Studies Course 3HR
 Biblical Studies Course 3HR
 Biblical Studies Course 3HR

Business Administration 16 HOURS

Introduction to Business Seminar BUS100
 Financial Accounting BUS206
 Kingdom Business Ethics BUS302
 Organizational Behavior BUS203
 Interpersonal Communication COM102
OR Corporate Communication BUS315
 Principles of Management BUS205
OR Principles of Leadership BUS303

Christian Counseling 15 HOURS

Introduction to Psychology PSY101
 Essentials of Christian Counseling CCO103
 Crisis Counseling CCO207
 Pastoral Counseling PSM205
OR Counseling Techniques and Methods CCO206
 Premarital and Marital Counseling CCO306
OR Counseling for Children CCO308

Christian Education 15 HOURS

Introduction to Christian Education CED100
 Interpreting and Teaching the Bible CED102
 History & Philosophy of Christian Education CED305
 Christian Education Course CED 3HRS
 Christian Education Course CED 3HRS

Music Ministry 15 HOURS

Music as Ministry MUS109
 Foundations of Music MUS207
 Keyboard, Voice, or Guitar I, or II 2HRS
 Leading Worship MUS305 1HR

Choose two electives:

- History of Western Music MUS205
- Songwriting MUS301
- Music Technology MUS302
- Folk Instruments MUS310
- Music Ministry Seminar MUS200

Pastoral Ministry 15 HOURS

Pastoral Ministry PSM300
 Homiletics I PSM403
 Homiletics II PSM404
 Pastoral Ministry Concentration Course PSM 3HRS
 Pastoral Ministry Concentration Course PSM 3HRS

Individualized Minor

An individualized Minor is made up of at least 15 credit hours of courses which create a coherent course of study. All requested minors must be approved by the student's Academic Advisor and the Academic Dean.

DOUBLE MAJORS

Northeastern offers the option to complete a Double Major in two different disciplines. Students who want to major in both Music Ministry and Christian Counseling, for instance, must declare a primary major and will be awarded a single diploma with two majors earned. A double major requires significant additional coursework and a separate internship/capstone project for each major.

COURSE DESCRIPTIONS

Northeastern Baptist College offers multiple courses in the areas of applied ministry, biblical studies, general education, languages, theology, business administration, Christian counseling, and music. In addition to specific major courses, each student is required to complete a minimum of 43 credit hours of general education courses with at least 27 hours in communication, literature, humanities or fine arts; and 16 hours in business, social sciences, mathematics, or science. Northeastern offers nine bachelor's degrees, two associate degrees, a diploma in Christian Ministry, and multiple minors.

APPLIED MINISTRY

APM100 Personal Evangelism: An introduction to the oral presentation of the Gospel to the individual, including a personal spiritual preparation for the task. Biblical foundations for evangelism are provided for in this study. 3 CREDIT HOURS • EARLY SCHOLARS ELIGIBLE

APM101 Ministry Practicum: This course will focus on ministry praxis where students will participate in an integrative learning experience respective of the students' academic discipline each semester. The ministry practicum is designed for students to practically apply their knowledge, critical thinking skills, ministry skills, and problem solving to the ministry context. Students will be supervised by professional in their field of study. The nature of this practicum will be determined in consultation with the student's Shepherd and the Dean of Students and in light of the student's degree pursuit. (This course will be taken seven semesters sequentially.) 1 CREDIT HOUR

APM402 Biblical Studies Internship: Biblical Studies majors will serve in a specialized field of study designed to cultivate specific knowledge and/or skills in an aspect of Christian ministry or vocation. The exact nature of this course will be determined in accordance with the student's overall degree pursuit and in consultation with his/her Advisor and the Dean of Students. 3 CREDIT HOURS • PRE-REQ: 7 SEMESTERS OF APM101

APM404 Christian Counseling Capstone Seminar: This course provides a research component designed for the counseling student to perform quantitative and or qualitative research as it applies to counseling and psychological topics discovered through the span of the entire counseling curriculum. Student will engage in a research project that encompasses their knowledge and skills gained in class with a specific counseling topic, issues, or problem-solving endeavor. Students will present their capstone project at the end of the semester to their peers and professors.

3 CREDIT HOURS • PRE-REQ: 7 SEMESTERS OF APM101

APM405 Business Administration Capstone Seminar: As a requirement for this course students will complete a project that demonstrates business related knowledge and skill gained in their special area of study. Students will have the opportunity to design their capstone project incorporating, research, real world application, internship and/or business and economic analysis. Students will present their capstone project at the end of the semester to their peers and professors.

3 CREDIT HOURS • PRE-REQ: 7 SEMESTERS OF APM101

APM406 Christian Education Internship: As a requirement for this course students will complete a project or internship that demonstrates business related knowledge and skill gained in their special area of study. Students will have the opportunity to design their internship or capstone project incorporating, research, real world application, business and economic analysis. Students pursuing a capstone project will present their

project at the end of the semester to their peers and professors.

3 CREDIT HOURS • PRE-REQ: 7 SEMESTERS OF APM101

BIBLICAL STUDIES

BIB100 Hermeneutics: The student will be exposed to the basic principles of biblical interpretation and hermeneutical procedures. An analysis of various hermeneutical approaches will be considered. The course will focus on applying sound hermeneutics in personal study, sermon preparation, Bible study lessons, and writing. 3 CREDIT HOURS • EARLY SCHOLARS ELIGIBLE

BIB101 Old Testament I: This series of three courses is designed to serve as an introduction to the Old Testament. In OT I special attention will be given to the Pentateuch. The student will examine issues relating to the author, dating, theme, historical background, structure, and content of each book.

3 CREDIT HOURS

BIB102 Old Testament II: This series of three courses is designed to serve as an introduction to the Old Testament. In OT II special attention will be given to The Historical Books. The student will examine issues relating to the author, dating, theme, historical background, structure, and content of each book. 3 CREDIT HOURS

BIB103 Old Testament III: This series of three courses is designed to serve as an introduction to the Old Testament. In OT III special attention will be given to the Wisdom literature and Prophets. The student will examine issues relating to the author, dating, theme, historical background, structure, and content of each book. 3 CREDIT HOURS

BIB104 New Testament I: This series of three courses is designed to serve as an introduction to the New Testament. In NT I special attention will be given to the four Gospels. The student will examine issues relating

to the author, dating, theme, historical background, structure, and content of each book. 3 CREDIT HOURS

BIB105 New Testament II: This series of three courses is designed to serve as an introduction to the New Testament. In NT II special attention will be given to the Acts and Pauline Epistles. The student will examine issues relating to the author, dating, theme, historical background, structure, and content of each book. 3 CREDIT HOURS

BIB106 New Testament III: This series of three courses is designed to serve as an introduction to the New Testament. In NT III special attention will be given to the General Epistles and Revelation. The student will examine issues relating to the author, dating, theme, historical background, structure, and content of each book. 3 CREDIT HOURS

BIB201 Survey of Bible Doctrines I: This course is a survey of basic Bible doctrines which focuses on the study of: Bibliography, Theology Proper, Christology, and Pneumatology. Does not satisfy Bible/Theological Requirements.

2 CREDIT HOURS

BIB202 Survey of Bible Doctrines II: This course is a survey of basic Bible doctrines which focuses on the study of: Anthropology, Hamartiology, Soteriology, Ecclesiology, and Eschatology. Does not Satisfy Bible/Theological Requirements. 2 CREDIT HOURS

BIB204 Introduction to Worldview & Apologetics: Students will be introduced to the key concepts of worldviews and gain an understanding of what defines a worldview. Emphasis will then be placed on gaining an understanding of a Christian Worldview. This class will also consider contemporary apologetic methods in relation to the Christian Worldview.

3 CREDIT HOURS • GEN ED HUM & FINE ARTS • EARLY SCHOLARS ELIGIBLE

BIB301 Introduction to Systematic Theology I: This course will begin the

student's study of Systematic Theology, emphasizing Theological Method, Bibliology, Theology Proper, Christology, and Pneumatology.

3 CREDIT HOURS • EARLY SCHOLARS ELIGIBLE

BIB302 Introduction to Systematic Theology II: The course will begin the student's study of Systematic Theology, emphasizing Anthropology, Hamartiology, Soteriology, Ecclesiology, and Eschatology.

3 CREDIT HOURS • EARLY SCHOLARS ELIGIBLE

BIB399 Biblical Studies Seminar: The Biblical Studies Seminar course is designed to be a special topics course where the professor will introduce specific insights regarding Biblical Studies, Theology, and/or Apologetics.

1-3 CREDIT HOURS

BUSINESS ADMINISTRATION

BUS100 Introduction to Business Seminar: This course will provide a general orientation to the study of Business from a Christian perspective. It will address a student's call to serve in the Kingdom as a Christian business leader. Additionally, an overview of the business market place will be explored in light of current events.

1 CREDIT HOUR • EARLY SCHOLARS ELIGIBLE

BUS105 Introduction to Data Analysis and Presentation: This course provides training in necessary business tools needed for use in the workplace. Special emphasis will be placed on analyzing and presenting data via Excel, Powerpoint, and Word.

3 CREDIT HOURS • GEN ED BUS • EARLY SCHOLARS ELIGIBLE

BUS201 Microeconomics: This course is designed to introduce the student to the foundational principles of microeconomics. Students will learn the principles of supply and demand, market structure, consumer choice,

and the labor market. This course will also discuss international trade.

3 CREDIT HOURS • GEN ED BUS • EARLY SCHOLARS ELIGIBLE

BUS202 Macroeconomics: This course is designed to introduce the student to the foundational principles of macroeconomics. Students will consider economic fluctuations, fiscal policy, monetary policy, and stabilization policy. This course will also discuss the factors contributing to economic growth.

3 CREDIT HOURS • GEN ED BUS • EARLY SCHOLARS ELIGIBLE

BUS203 Organizational Behavior: Business students will study the field of organizational behavior (OB) and the role individual behavior has upon an organization. Following an understanding of OB, behavioral and motivational theory, personality and values, the student will learn to identify ways to improve organizational effectiveness. Other topics covered include organizational structure, organizational communication, managing teams and resolving conflicts, attitudes, motivation, power and politics, and ethical implications.

3 CREDIT HOURS • PRE-REQ: BUS100 OR PROF. APPRVL

BUS204 Human Resource Management: This course addresses human resources from a strategic organizational perspective. Specific attention is given to aligning the human resource department with the strategic direction of the organization. Topics covered are strategic alignment, leadership and knowledge management, human resource planning, policies, employee selection, performance evaluation, employee development, compensation, employee and labor relations, employment law and ethics, managing diversity and the global marketplace.

3 CREDIT HOURS • PRE-REQ: BUS100, BUS203

BUS205 Principles of Management: This course examines the roles and responsibilities of management; the management functions of planning, organizing, directing, and controlling.

An overview of business solution design, selection, implementation and management will be covered. Topics covered include management theory and styles, roles and responsibilities, decision-making, problem-solving, and organizational structure.

3 CREDIT HOURS • PRE-REQ: BUS100, BUS203

BUS206 Financial Accounting: A study of basic transactions, general ledger accounts, books of original entry, closing and adjusting entry processes, trial balances, financial statements, accounting for assets, liabilities, sole proprietorship, equity, revenues, and expenses. Both theory and practice are covered in this course as are the ethical considerations of accounting. 3 CREDIT HOURS • PRE-REQ: MTH090, BUS100

BUS207 Managerial Accounting: This course emphasizes financial accounting & the corporate form of business including bonds, capital stock, retained earnings, statement of cash flows and financial statement analysis; and a managerial accounting perspective including topics related to global business, cost accounting measurement systems, cost-volume-profit analysis, managerial decision-making concepts, operational budgeting, standard cost systems and capital budgeting. Both theory and practice are covered in this course as are the ethical considerations of accounting.

3 CREDIT HOURS • PRE-REQ: BUS206

BUS208 Financial Management: This course provides an introduction to sound financial management principles and their application in the business setting and in our personal lives. The importance of goal-setting and planning will be emphasized. Topics include budgeting, debt management, taxes, real estate ownership, insurance, and investing. Personal retirement planning will also be discussed.

3 CREDIT HOURS • PRE-REQ: MTH090 • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

BUS300 Entrepreneurial Leadership: This course examines the manifold aspects of entrepreneurship and its impacts on economic development, primarily through the close examination of prominent business leaders to illuminate our understanding of basic economic and historical theories about entrepreneurship. Students will also sharpen their skills in evaluating and funding entrepreneurial opportunities and building a sustainable business. A survey of entrepreneurial business models to build missional businesses will be explored. 3 CREDIT HOURS

BUS301 Corporate Finance: This course will provide the business student with a working knowledge of finance in business at both an operating and strategic level. Specific topics covered include the role of the financial manager, financial analysis and forecasting, cost of capital, dividend policy, financial analysis, forecasting, socially responsible investing, insider trading, financing, global financial markets, mergers and acquisitions and the ethics of bankruptcy.

3 CREDIT HOURS • PRE-REQ: BUS100, BUS206

BUS302 Kingdom Business Ethics & Corporate Responsibility: This interactive course examines corporate and social responsibility movements as well as business ethics from a Christian worldview. A detailed analysis will be conducted on ethics in the business decision-making process and how Christian business people can be a witness for Christ by applying biblical truths to that process. Through a study of biblical business practices, students will learn how to create Kingdom minded business models. Through a survey of ethical dilemmas in different business functions, students will discuss, write about and debate the implications of ethical vs unethical behavior in the workplace. 3 CREDIT HOURS • PRE-REQ: BUS100, BUS203

BUS303 Principles of Leadership: This business-oriented course is designed to introduce students to concepts and principles of

leadership that are effective in ministerial, professional, civic, and business organizations. Various leadership styles and methods will be considered and analyzed from a biblical point of view. Differences between managing and leading, leadership theories, and leadership styles will all be considered. Topics covered include leading teams, and finding and developing leaders. 3 CREDIT HOURS • PRE-REQ: BUS100, BUS203

BUS304 Business Law I: This course is designed to teach the business student how to negotiate legal issues that inevitably arise in the marketplace. Special emphasis is placed on development of biblically based ethical business practices that can protect a firm from litigation. These lessons are coupled with other constructive business practices such as risk management, alternative dispute resolution and negotiation tactics. Specific legal aspects covered in the class include an overview of the U.S. legal system, judicial and administrative law. Constitutional, statutory and consumer law are also addressed as are tort and criminal law, negligence, liability and contracts. Throughout the course students will review important court cases discussing the moral and ethical nature of business law. 3 CREDIT HOURS • PRE-REQ: BUS100, BUS203

BUS305 Marketing Principles: An overview of consumer behavior and strategies related to planning, pricing, promotion and distribution of consumer and business products and services in both domestic and international markets. Included is an overview of the advertising field and how it functions in society. Students will observe research, strategies, methods, creativity, and media planning via case studies. 3 CREDIT HOURS • PRE-REQ: BUS100, BUS203

BUS306 Family & Small Business Management: Covers principles and techniques unique to creating and maintaining small and family run businesses and the role of the entrepreneur. Other topics include

managerial and ownership succession, conflicts between family and non-family members, and cultural conflicts. 3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ: BUS100, BUS300

BUS307 Business Plan Development: This course focuses on how to build a business plan. Particular attention to identifying opportunities, developing and launching new products and services, and working within the parameters of the business plan. Students develop business plans for a new venture or business development as the culminating project. Fulfills the requirements for a business general education course. 3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ: BUS300

BUS308 Non-Profit Management: This course provides a broad look at the management and operations of a nonprofit business. Also addressed are the origins and roles of nonprofit organizations including their social, political, economic, cultural, and ideological importance. Distinguishing characteristics of the nonprofit are addressed in comparison to the private and public sectors. The course specifically addresses the scope and structure of the nonprofit sector as a whole, leadership, management, funding strategies and advocacy. The areas of international global organizations and social entrepreneurship are also addressed. 3 CREDIT HOURS • PRE-REQ: BUS100, BUS203, BUS206, BUS207

BUS309 Business Analytics: This course is designed to instruct students in the application of statistical methods to business decision-making. This quantitative analysis approach (defining problems, developing models, acquiring data, analyzing and implementing results) provides skills for student to solve problems and assist in managerial decision-making. Microsoft Excel will be used for data organization and analysis.

3 CREDIT HOURS • PRE-REQ: MTH203, BUS100

BUS310 Non-Profit Board Governance and Volunteer Management: The course is designed to address the elements, processes, and dynamics of board governance and volunteer management in nonprofit organizations. Included are the roles of the board, executive director, staff and volunteers of a nonprofit. Specific topics include the methods to improve effectiveness of the board and volunteers, senior leadership and the governance process. 3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ: BUS308

BUS311 Project Management I: This initial course in the Project Management series and examines the project management framework, including key terminology, project management context. Industry trend, bodies of knowledge and certifying organizations. The primary focus is placed on the establishment and execution of the project and covers topics such as, charter creation and scope definition, project planning, quality assurance, resource utilization, as well as cost, budget and earned value analysis. Students will utilize project management information systems to complete the course.
3 CREDIT HOURS • PRE-REQ: BUS100, BUS203

BUS312 Project Management II: This is the second in a series of courses on Project Management. The course will examine the process and considerations of project closing and resource transition. The areas of project risk management, communication and organizational structure are also addressed. The role of the Project Manager and the project team will be examined in detail. Finally, a survey of Lean approaches to project management will be reviewed. 3 CREDIT HOURS • PRE-REQ: BUS311

BUS313 Operations Management: A review of operations management practices, their history, role and practical application. Operations management models discussed include, the design of goods and services, process strategy, location strategies, layout strategies, quality management, project

management, as well as a thorough understanding of supply chain, inventory and production planning. 3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ: BUS100, 203

BUS314 Business Law II: This elective course is designed for students who wish to delve deeper into the study of Business Law. It begins with a study of U.S. law, the judicial process, administrative and constitutional law. This class also addresses international law and environmental regulations in the U.S. and abroad. Other topics studied will include contracts, antitrust, securities, bankruptcy, torts and property law. Throughout the semester students will discuss the moral and ethical aspects of each area of business law. 3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ: BUS304

BUS315 Corporate Communication - This course will cover the function and protocols of strategic corporate communication both internally and externally. Specific topics include communication planning for investors and government relations, corporate identity management, and crisis communication.
3 CREDIT HOURS • BUSINESS ELECTIVE

BUS399 Business Administration Seminar: This seminar is a special topics course where current developments and specific insights regarding Business Administration subjects will be presented. 1-3 CREDIT HOURS

BUS401 The Global Business: The course provides students an understanding of the role of business in society and business in the global economic community. Additionally, the global business will be discussed in light of how multinational corporations can operate successfully amidst all the challenges of a global marketplace. Discussed are the diverse economic, cultural and institutional situations both regionally and globally. Topics will be discussed from a Christian worldview.
3 CREDIT HOURS • PRE-REQ: BUS100, BUS203, BUS205

BUS402 Strategic Planning: This course discusses how the creation of a corporate mission, vision and goals supports and inform the organization's strategic plan. Strategy formation, implementation and evaluation, strategic scenario analysis, SWOT analysis, and the role of organizational leadership are also examined. 3 CREDIT HOURS • PRE-REQ: BUS100, BUS203, BUS205

BUS403 Professional Preparedness - Students will work on developing and updating their resume' and social media sites, such as LinkedIn, to prepare them for the job search process. Students will participate in job interview preparation as well as mock interviews tailored to their unique field of study. Finally students will be taught professional etiquette and communication. 1 CREDIT HOUR • GEN ED • PRE-REQ: SR STANDING

BUS404 Organizational Policy, Accounting, and Government Relations for Non Profits: The course analyzes major aspects of federal and state law affecting nonprofit organizations, including financial accounting requirements. It further explores the interdependencies between nonprofit, government and public policy. 3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ.: BUS307, BUS308, BUS310

BUS405 Project Proposals and Procurement: This course will provide students an understanding of the procurement process, including the selection and management of subcontractors.

3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ.: BUS300

BUS406 Managing & Growing the Entrepreneurial Business: This course covers the growth phase of the entrepreneurial business, focusing on the nature and challenges of entrepreneurial business as it moves beyond startup. Emphasized throughout is the creation of an organization capable of managing and sustaining its growth in the competitive environment. Focus is placed on identifying the

right resources and systems, operating with limited resources, cash flow planning, leadership and delegation, professionalizing the business, and establishing and communicating a corporate culture. 3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ: BUS300 AND BUS306 OR BUS307

BUS407 Change Management: This third course on project management covers risk assessment and mitigation strategies. Also examined are critical success factors for driving and managing organizational change. Topics in this area to be discussed include change drivers, approaches to change initiatives, competencies required to be an effective change agent, and the effect of change on stakeholders.

3 CREDIT HOURS • PRE-REQ: BUS311 & BUS312

BUS475 Kingdom Entrepreneurship: This course discusses the use of entrepreneurial skills to create innovative responses to business needs with the intent to change lives economically, socially, and spiritually. The course will survey the history and the movements of various theories, methods, practices, and case studies in the field of Kingdom Business. Students will learn how these models are used to benefit societies internationally as well as how they can be applied to benefit regional communities within New England.

3 CREDIT HOURS • BUSINESS ELECTIVE • PRE-REQ.: BUSC 275

CHRISTIAN COUNSELING

CCO200 Essentials of Christian

Counseling: This course serves as an introduction to Christian counseling and soul care ministry. Basic knowledge of counseling terminology, theories, and essential skills are explored. Students learn basic models and skills that address the feelings, behavior, and thinking of people to address hurt and change issues. Explanation of Scriptural integration into the problems people face is continuous throughout the course. 3 CREDIT HOURS • PRE-REQ: PSY101 & 102

CCO201 Issues in Christian Counseling:

This course is designed to introduce students to concepts regarding the professional practice of counselors and marriage and family therapists. Students will focus their learning on the specifics of ethical issues from a biblical perspective, law, and credentialing which are essential for a successful practice of Christian counseling. Students will gain understanding of contemporary challenges and issues in the Christian counseling practice as described in various professional settings. Emphasis will be given to assist students in developing a foundation for evaluating counseling issues from an ethical and biblical perspective.

3 CREDIT HOURS • PRE-REQ: PSY101 & 102

CCO202 Spiritual Formation: This course will examine the biblical, theological, and philosophical foundations for spiritual growth and disciple making. Attention will be given to the processes and steps that enable a person to become a disciple. Evaluation of spiritual nurture, spiritual disciplines, and discipleship will be examined in the context of contemporary strategies for disciple making. Emphasis will be given to the correlation of discipleship to the counseling and local church context.

3 CREDIT HOURS

CCO203 Survey of Christian Counseling Theories:

This course is designed to assist students in their examination of the several counseling theories developed and promoted by various Christian counselors. Students will learn the precepts and validity of Christian counseling theories as well as analyze the strengths and weakness of each theory. Students will gain perspectives from the counseling theories to be utilized in the development of a holistic, biblical, approach to counseling others.

3 CREDIT HOURS
• PRE-REQ: PSY101 & 102

CCO208 Theories of Personality: This course will serve as a systematic examination of the development of human personality.

Students will learn the dynamics of personality as well as the theories of the field of personality.

The course will explore how the personalities of individuals impact various spheres of their life. Emphasis will be given in assisting students in learning how to relate Scripture to the issues and crises of different personalities.

3 CREDIT HOURS • PRE-REQ: PSY101 & 102

CCO302 Counseling Techniques & Methods:

This course is a combination of didactic learning and practical application as students learn effective techniques and interventions utilized in the counseling setting. Students will gain understanding of theories and techniques to incorporate in the practice of counseling or ministry to individuals, families, and couples. Student will engage their fellow classmates in the demonstration and refinement of techniques which facilitate the counseling process. Special attention will be given to role playing to assist student in the understanding and development of their counseling skills.

3 CREDIT HOURS • PRE-REQ: CCO200, 201, & 203

CCO303 Crisis Counseling: This course is designed to provide a general overview of the theory and practice of critical response. Students will gain understanding in the historical background of crisis response, intervention models, and the stress and trauma individuals experience from a critical incident. Students will learn specific approaches that will guide his or her interactions during a crisis event.

3 CREDIT HOURS • PRE-REQ: CCO200, 201, & 203

CCO304 Introduction to Drug and Alcohol Counseling:

This course provides an overview of the spiritual, psychological, and physiological elements of addictions. Students will examine the impact of addictions on the individual, family, church, and culture. Effective Christian counseling addiction programs and techniques will be discussed and evaluated. The role of grace will be emphasized in discussions of counseling techniques and programs.

3 CREDIT HOURS • PRE-REQ: CCO200, 201, & 203

CCO306 Premarital & Marital

Counseling: This course surveys various approaches that have been developed and utilized for marital and premarital counseling. Students will learn how marriages can become dysfunctional and how to develop a counseling model to address the multi-faceted problems that couples face. The course introduces students to the principles of premarital counseling that can be utilized for counseling couple before marriage. 3 CREDIT HOURS • PRE-REQ: CCO200, 201, & 203

CCO307 Christian Counseling for the

Adolescent: This course is designed to examine the interactions of adolescents within a social, family, and spiritual context. Students will learn pertinent counseling theories as well as practices for engaging adolescents. Students will gain essential knowledge of the psycho-social realities of adolescents during their transition through the teen years and essential principles that guide their spiritual formation and growth.

3 CREDIT HOURS • PRE-REQ: CCO200, 201, & 203

CCO308 Christian Counseling for

Children: This course explores the development, psychological, and spiritual needs of children as well as the common crises children face as they grow toward adolescence. Student will learn counseling theories and techniques for engaging children across their developmental stages. Students will increase their understanding of the family structure as a means to increased understanding of effective counseling approaches. 3 CREDIT HOURS • PRE-REQ: CCO200, 201, & 203

CCO399 Christian Counseling Seminar:

This is a special topics seminar where current developments and specific insights regarding Christian Counseling subjects will be presented. 1-3 CREDIT HOURS

CCO402 Issues in Human Sexuality: This course provides a survey of the sexual issues and challenges that affect men and women in the contemporary context. Students will be

introduced to the complexities of human sexuality as related to gender, identity, deviance, and perversion. The biblical precepts regarding sexuality will be upheld throughout the course. Students will gain insight into definitions of healthy sexuality as well as sound counseling approaches. Special emphasis is centered on healthy sexuality within marriage.

3 CREDIT HOURS • PRE-REQ: CCO200, 201, & 203

CHRISTIAN EDUCATION**CED100 Introduction to Christian**

Education: This course discusses the biblical foundation of Christian Education, introduces students to the ideas of teaching and learning from a teacher's perspective, and explores Jesus' teaching in the New Testament as a starting point for teaching in the church, in the mission field, or in a Christian school environment. 3 CREDIT HOURS

CED102 Interpreting and Teaching the

Bible: This course equips students to study their Bible using basic principles of observation and interpretation of the biblical text. Building on this foundation, students learn how to assess their audience and develop an appropriate Bible-based lesson for that audience. Students are introduced to fundamental principles of the teaching-learning process and are guided in the application of those principles to the teaching of the Scriptures. Fulfills the requirements for a communication / literature general education course. 3 CREDIT HOURS

CED203 Children's Ministries:

A study of ministry to children birth through twelve years. Developmental characteristics, organizational structures, age specific teaching strategies, leadership issues and spiritual formation will be considered. A brief, age-appropriate curriculum review will be completed. 3 CREDIT HOURS • PRE-REQ: CED100

CED208 General Educational Methods:

This course will allow students to explore several common instructional methods such as lecture,

discussion, demonstration, group activities, and more during the first part of the course. In the second half, students will consider how the different methods can be applied in various subject areas such as language arts, social sciences, physical sciences and mathematics.

3 CREDIT HOURS • PRE-REQ. CED100 • EARLY SCHOLARS ELIGIBLE

CED301 Youth Ministries: An introduction to the principles and development of adolescent ministry. Biblical, social, and psychological foundations will be explored as well as essential elements for facilitation of biblical education and youth ministry praxis. Emphasis is placed upon a survey of methodologies, holistic understanding of contemporary adolescents, and the development of a philosophy and strategy for a student ministry within a local church. 3 CREDIT HOURS • PRE-REQ. CED100, CED102

CED302 Adult Ministries: A study of ministering to ages eighteen and up. Developmental characteristics, organizational structures, age specific strategies, leadership issues and spiritual formation will be considered. Focus will be given to the similarities and different needs associated with each phase of adulthood. 3 CREDIT HOURS • PRE-REQ. CED100, CED102

CED305 History and Philosophy of Christian Education: This course will provide an understanding of the historical and philosophical foundations that are essential for practice in educational and ecclesiastical settings. It will examine educational philosophies as they have developed throughout history as well as the progression of Christian education from the early church to the contemporary context. Attention will be given to the examination of major educational philosophies of education practiced today. 3 CREDIT HOURS • PRE-REQ. CED100, CED102

CED306 Education Research & Psychology - Students in this course will study the development of education theory including Piaget, Vygotsky, Dewey, and Maslow

while also exploring the psychology of learning and what that means in the classroom and beyond. 3 CREDIT HOURS • PRE-REQ. CED100, CED102, & JUNIOR STANDING

CED307 Discipline & Classroom

Management – Managing a classroom is both an art and a science. Students in this course will study historical views of classroom management as well as considering the evolution of discipline

through today. Discussions will center on how to apply those ideas in various settings and age groups. 3 CREDIT HOURS • PRE-REQ. CED100, CED102, & JUNIOR STANDING

CED308 Classroom Observation – This one-credit hour course provides students with the opportunity to observe classrooms in action. Students will be paired with teachers to observe and reflect on their observations in different educational contexts, specifically multiple classroom opportunities. This is considered a lab course. 1 CREDIT HOUR • PRE-REQ. CED100, CED102, & JUNIOR STANDING

CED399 Christian Education Seminar: This seminar is a special topics course where current developments and specific insights in the field of Christian Education will be presented. 1-3 CREDIT HOURS

CED402 Leadership in Christian Education Ministries: A study of the qualities and qualifications for those in church leadership. Special attention is given to protocols, procedures, and ethics germane to traditional and non-traditional Christian education ministry. Contemporary methods will be assessed in light of the biblical record of education from both the Old and New Testaments.

3 CREDIT HOURS • PRE-REQ CED100 & CED305, SENIOR STANDING

CED403 Curriculum and Assessment – In this course, students will review curriculum in multiple domains while learning to identify important characteristics for good curriculum

choices. Students will also learn how to adjust curriculum to meet the needs of specific constituencies and to find supplementary resources as needed. Throughout the course, students will be introduced to a variety of both formative and summative assessment methods to use in the classroom and in other educational contexts. 3 CREDIT HOURS • PRE-REQ. PSY102 & CED306

CED404 Reading Methods – In this course, students will be introduced to various means for encouraging and developing reading skills in students of all ages. Future courses will focus on more specific age groups and techniques for a variety of learning styles and challenges

3 CREDIT HOURS • PRE-REQ. PSY102 & CED306

CED405 Educational Technology – In this course students will explore ways to incorporate technology into both classroom and ministry educational contexts. Technology includes directing student exploration with technology sources and instructor use of technology to enhance teaching and communication of material beyond the classroom.

3 CREDIT HOURS • PRE-REQ. PSY102 & CED306

CHURCH PLANTING & ENTREPRENEURSHIP

CPL300 Church Planting Ministry: This course will introduce the student to the skills, issues, and challenges of the church planting process. We will explore basic strategies for the pre-launch, launch, and post-launch phases of this endeavor. Completion of this course will provide the pastor and layman with the understanding necessary to reach others with the gospel of Jesus through planting new churches. 3 CREDIT HOURS • PRE-REQ: JR STANDING

CPL301 Church Planting Movements & Contextualized Methods: This course will offer a thorough study of planting and developing churches in historical and

contemporary church planting movements. The students will acquire a comprehensive knowledge of church planting movements as well as cross cultural methodology. Emphasis will be placed on the student's comprehension of anthropological, sociological, and missiological factors of church planting and breaking the missional code of a particular target population and people group. Students will develop a contextualized strategy for planting a Baptist church in a specific town in the Northeast. 3 CREDIT HOURS

CPL399 Church Planting

Entrepreneurship Seminar: This seminar is a special topics course where current developments and specific insights into Biblical Studies, Theology, and Apologetics will be presented. 1-3 CREDIT HOURS

COMMUNICATION

COM101 Speech: In this introductory course students have an opportunity to gain skill, confidence, and fluency in public speaking. Students develop an understanding of both basic communication principles and public speaking strategies through their application of these principles to a variety of speaking assignments. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

COM102 Interpersonal Communication: This course covers interpersonal communication and its role in developing personal and professional relationships in business. Topics covered include interpersonal theories, cultural effects on the global business marketplace, and communication strategies. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

ENGLISH

ENG101 English Composition I: This is the first of two courses covering composition and writing. This course seeks to review and develop the grammatical efficiency of the student on a

college level and will cover critical reading and writing skills such as reading comprehension, flow and expression in writing, and interaction with scholarly works. Coursework includes short and focused in-class writing assignments, as well as longer essays. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

ENG102 English Grammar: This course includes an intensive study of nouns, verbs, pronouns, verbals, and other parts of speech, and provides students with the necessary framework in order to use English effectively in their coursework. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

ENG105 English Composition II: This is the second of two courses covering composition *and writing*. This course focuses on academic research-based writing. The course will address logical argumentation and work through the research process. The organization and synthesis of research will be emphasized. The course will cover all steps of the research paper process from identifying a topic, thesis development, outline creation, and proper footnoting and formatting. 3 CREDIT HOURS • PRE-REQ: ENG 101 • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

ENG201 Creative Writing: This course focuses on various forms of creative writing; poetry, short story, Children's literature, etc. Students will explore contributors, development of each genre, and how Christian perspective is expressed. Literary elements which writers employ in creating literature will be covered, while requiring students to write original pieces. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

ENG303 Western Literature: This course explores the history of written literature in the English-speaking world. Students examine selected literary and other texts from the Western heritage as formal objects and cultural expressions. Texts come from multiple genres and historical periods. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HISTORY

HST105 American History I (thru 1877): A survey of American political, economic, social, and cultural history from its colonial beginnings through the end of the Reconstruction era (1877) is the focus of this course. Consideration will be given to the role of religious freedom, the Bible, prayer and Christianity in the events and actions of the time-period covered. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HST106 American History II (since 1877): This course will survey American history from the end of the Reconstruction (1877) through the present, looking at the economic, political, social, and cultural aspects of the major periods while also considering the role of religious freedom, the Bible, and Christianity throughout. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HST202 Western Civilization I (Before 1648) This course traces the development of Western Civilization from the Mesopotamian culture through the emergence of modern Europe in the seventeenth century. Students will learn the importance of the religious, political, legal, and cultural aspects of the ancient, medieval, and early modern world as seen from a Christian perspective. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HST203 Western Civilization II (Since 1648) A survey of the social, economic, political, religious, and cultural developments in western civilization from 1648 to the present as seen from a Christian perspective. Major themes studied include: the emergence of a modern western worldview, how this western worldview influenced other world civilizations, and how events since the Enlightenment stimulated a profound questioning of this world model. 3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HST205 Government and Politics: This introductory course will discuss the foundations of government and political science, the US Constitution, and how political systems were

established to function with a focus on the US government structure. The course will review the relationship between the state and federal systems and the the relationship of the church to politics and government.

3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HST206 Church History: A survey of the history of Christianity from the first century to the twenty-first century, focusing on the development of pivotal doctrines and ecclesiastical institutions in the Patristic, Medieval, Reformation, and Modern periods.

3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HST303 Baptist History and Distinctives: An interpretive survey of the history of the Baptists from the seventeenth century to the present. Three specific divisions include: (1) the rise and development of English Baptists, (2) Baptist beginnings in the United States to the formation of the Southern Baptist Convention, and (3) the history of the Southern Baptist Convention to the present. An examination of Baptist origins and development, denominational structures, and theological emphases, with special attention given to Southern Baptist heritage, cooperative missions and the Cooperative Program. 3 CREDIT HOURS

HST307 Ancient Near Eastern History: This course will survey the historical, political, religious, and cultural descriptions of the Ancient Near East. Students will be challenged to analyze the contributing factors that influenced the history, lives, religion, and cultural developments of the people and their governments. Special attention will be given to Near Eastern literature as it relates to the Bible.

3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HST308 The Radical Reformation: This course is an introduction to the heterogeneous movement known as the Anabaptists, one in a number of groups which have been designated by historians as belonging to the Reformation's

radical wing. The focus is on the sixteenth-century Anabaptists, their history and thought.

3 CREDIT HOURS • GEN ED HUM

HUMANITIES

HUM101 Humanities Seminar: The Humanities Seminar course is designed to be a special topics course whereas the professor will introduce specific insights regarding Communication, Literature, History, and Fine Arts. 1-3 CREDIT HOURS • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

HUM301 Arts & Media in Western Culture - An introduction to western cultural developments. Various aspects of western music, visual, and performance art are considered chronologically, beginning with the ancient Mesopotamians. Students will be encouraged to understand, analyze, and critique these western cultural art forms in light of a Biblical worldview.

HUM399 Advanced Humanities Seminar: This Advanced Humanities Seminar course is designed to be an upper-level, special topics course whereas the professor will introduce specific insights regarding Communication, Literature, History, and Fine Arts. 1-3 CREDIT HOURS • GEN ED

HUM401 World Religions - This course will examine the central teachings and devotional practices of the world's major religions: Judaism, Islam, Hinduism, Buddhism, Confucianism, and Daoism. Our investigation, employing a conservative Christian worldview, will analyze the common themes of human experience and evaluate humanity's attempts to provide religious answers to our greatest questions.

LANGUAGES

LAN200 Greek I: This course will introduce the student to New Testament Greek. Basic grammar will be learned, with a focus on the

verbs of the Indicative mood, as well as, first and second declension nouns and adjectives.

Personal Pronouns, Demonstrative Pronouns and Prepositions will also be considered.

Vocabulary will focus on learning words used in the New Testament fifty times or more.

3 CREDIT HOURS • PRE-REQ: ENG102

LAN201 Greek II: This course will introduce the student to New Testament Greek. Basic grammar will be learned, with a focus on the verbs of the Indicative, Subjunctive and Imperative moods, as well as, third declension nouns and adjectives. Participles, infinitives and contract verbs will also be considered.

Vocabulary will focus on learning words used in the New Testament fifty times or more. This course is a prerequisite to New Testament Exposition. 3 CREDIT HOURS • PRE-REQ: LAN200

LAN300 Hebrew I: The student will be introduced to the grammar of Biblical Hebrew with primary emphasis on the strong verb, nouns and basic vocabulary. By the conclusion of the semester the student will be able to translate basic sentences from the Hebrew Bible. 3 CREDIT HOURS • PRE-REQ: ENG102

LAN301 Hebrew II: This class will be a continuation of Hebrew I with emphasis on the weak verb, reading from the biblical text, additional grammar and syntax. The student will complete a translation project from the early chapters of Genesis. This course is a prerequisite to Old Testament Exposition. 3 CREDIT HOURS • PRE-REQ: LAN300

LAN401 Old Testament Exposition: This course combines the knowledge gained in Hebrew I & II, Old Testament I, II & III and Hermeneutics. Beginning with a review of the Hebrew language, students will write, present and defend an exegetical paper on an assigned passage in the Old Testament. The paper will include an exegetical outline, a translation, and an exegetical commentary of the specific

passage assigned, along with a sermon outline of the passage. 3 CREDIT HOURS • PRE-REQ: SR STANDING, LAN301

LAN402 New Testament Exposition: This course combines the knowledge gained in Greek I & II, New Testament I, II & III and Hermeneutics. Beginning with a review of the Hebrew language, students will write, present and defend an exegetical paper on an assigned passage in the New Testament. The paper will include an exegetical outline, a translation, and an exegetical commentary of the specific passage assigned, along with a sermon outline of the passage. 3 CREDIT HOURS • PRE-REQ: SR STANDING, LAN201

MATHEMATICS

MTH090 Basic Math: This is a 7-week review of basic math skills and algebra designed to prepare students for college-level mathematics. Topics include the number system, working with fractions, exponents, and roots, solving equations, and graphing. NON-CREDIT • GEN ED HUM • PASS/FAIL

MTH101 Mathematical Foundations: This course will introduce students to foundational aspects of logic and analytical thinking through the application of mathematical principles to common problems. 3 CREDIT HOURS • PRE-REQ: MTH090 • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

MTH105 Math for Teachers: In this course, students will review the basic concepts of mathematics up to algebra including measurement, proportions, number lines, graphing, area, and volume. Students will also learn to apply those concepts to create course content for grade appropriate classroom lessons.

3 CREDIT HOURS • PRE-REQ: MTH090 • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

MTH203 Probability and Statistics: This course is an introduction to Probability and Statistics, with an emphasis on applications and

problem-solving. Topics include central tendencies, variation, normal curves, correlation, regression and estimation, as well as basic concepts in probability. Techniques for effectively collecting, organizing, and analyzing data will be discussed. 3 CREDIT HOURS • PRE-REQ: MTH090 • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

MTH302 Statistics for Psychology: This is an introductory class into statistical methods and applications as they are related to psychology. Students will learn basic, fundamental measurements derived from scientific research. Emphasis is given to quantitative investigations and analysis of psychological research studies. Students will learn to use SPSS software for generating statistical data. 3 CREDIT HOURS • PRE-REQ: MTHG 203 • GEN ED SCI

MTH304 College Algebra: This course is an overview of college-level algebra with an emphasis on problem solving. Upon completion of the course, students will possess an understanding of the concepts and applications of algebra, an appreciation for ways that mathematics can be used to describe the world around us, and an increased level of skill and confidence in using mathematics as a tool in their career and daily life. Topics include general equations and functions; polynomial, exponential, and logarithmic functions; systems of equations and inequalities; matrices; conic sections; sequences and series. 3 CREDIT HOURS • PRE-REQ.: MTH090 • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

MUSIC MINISTRY

MUS103 Keyboard I: This course will provide instruction for beginner level students on the piano. Students will learn to read music and develop a basic technical facility at the piano through preparation and performance of beginner piano music. 1 CREDIT HOUR • PRE-REQ: MUS100

MUS104 Keyboard II: This course will continue the development of basic keyboarding

skills, including scales, chord progressions, and more challenging repertoire. 1 CREDIT HOUR • PRE-REQ: MUS103

MUS105 Guitar I: Guitar I provides a basic introduction to the playing, care, and maintenance of the guitar. Students will gain a rudimentary ability to read and play traditional guitar music, as well as chording, strumming, and finger-picking. During the course, students will perform praise and worship music suitable for leading congregational worship. 1 CREDIT HOUR • PRE-REQ: MUS103 OR PROFESSOR APPROVAL

MUS106 Guitar II: This course will continue the development of basic guitar skills, including bar chords, scales, and improvisation. The electric bass will also be introduced. 1 CREDIT HOUR • PRE-REQ: MUS105

MUS107 Voice Concentration I: This course presents the fundamentals of basic vocal production and vocal technique. 1 CREDIT HOUR • PRE-REQ: MUS100

MUS108 Voice Concentration II: This course continues to develop the voice through more complicated vocal literature. 1 CREDIT HOUR • PRE-REQ: MUS107

MUS109 Music as Ministry: Explores the theology of worship and the interrelatedness of preaching, music, and worship. Emphasizes the role of the worship leader in guiding a congregation to a meaningful experience of corporate worship, where music is not solely about performance, but about reaching out to people in spiritual need. Investigates various worship styles and principles and provides guidance in selecting music and styles that will minister to disparate congregations.

3 CREDIT HOURS • GEN ED HUM & FINE ARTS • EARLY SCHOLARS ELIGIBLE

MUS200 Music Ministry Seminar: This course is designed to be a special topics course where the professor will introduce specific insight into current developments within the area of music ministry.

MUS205 History of Western Music: This course will provide a survey of Western musical styles and literature from antiquity through today's current musical period. Students will explore the major style periods; including the Medieval, Renaissance, and Classical periods.

3 CREDIT HOURS • GEN ED HUM & FINE ARTS • EARLY SCHOLARS ELIGIBLE

MUS207 Foundations of Music - Learn the basics of music and couple that understanding with listening skills. Use this practical knowledge to investigate the music you hear, make, and sing. Designed to give you exposure to essential concepts to strengthen your musicianship, regardless of the instrument or style of music that you play. Excellent course for those who desire a deeper understanding of the world of music, moving you from theory to sound to song. 3 CREDIT HOURS • GEN ED HUM & FINE ARTS • EARLY SCHOLARS ELIGIBLE

MUS301 Songwriting - Exploration of songwriting forms in terms of standard structures (e.g., verse/chorus/bridge). Aided by a brief introduction to poetry, we will investigate the ability to use language efficiently in communication, utilizing the fewest words possible for the greatest effect. Gain an understanding of basic musical principles involving harmony, melody, meter, and rhythm, as applied to writing original songs. Finally, all these skills will enable us to compose our own songs, gaining help from our classmates.

3 CREDIT HOURS • GEN ED HUM & FINE ARTS • EARLY SCHOLARS ELIGIBLE

MUS302 Music Technology: This course will explore the many aspects and meeting places of music and technology, focusing on several areas: MIDI sequencing and music notation software, basic recording software and technology, and the exploration of analog and digital sound production. 3 CREDIT HOURS • PRE-REQ: MUS100

MUS305 Leading Worship - This course consists of students meeting weekly to prepare and perform music for worship in Chapel.

1 CREDIT HOUR • GEN ED HUM • EARLY SCHOLARS ELIGIBLE

MUS310 Folk Instruments - Explore making simple folk instruments from natural, found, and traditional materials. Learn the basic categories of musical instruments and develop your ability to play the instruments you construct in class. Cooperate with your classmates in composing and playing music on your handmade instruments. 3 CREDIT HOURS • GEN ED HUM & FINE ARTS • EARLY SCHOLARS ELIGIBLE

PASTORAL MINISTRY

PSM102 Church Evangelism: An introduction to the development of a comprehensive church wide evangelistic ministry. Emphasis will be placed on developing, implementing and evaluating an effective outreach strategy, taking the local context into account. 3 CREDIT HOURS

PSM205 Pastoral Counseling: This course is an introduction to short-term pastoral counseling. Students will gain understanding in the theory, methodology, and praxis of counseling people for a short duration of time. Students will learn how to incorporate theory, counseling skills, biblical teaching, and cognitive-behavioral approaches in the ministry setting. Students will also learn when to refer and develop a referral list for future use. 3 CREDIT HOURS

PSM300 Pastoral Ministry: A study of the multiple ministries of today's pastor, including planning a preaching program, filling the pastoral role of the congregation, planning services and activities. The concept of pastoral leadership and how the pastor relates to the various ministries of the church will also be considered. 3 CREDIT HOURS

PSM301 Discipleship Ministries: This course will examine the biblical and theological foundations of discipleship and the process that is involved in one becoming a disciple. The characteristics of what a true disciple is will be considered as well as the methodology and strategies that churches utilize to encourage and inspire spiritual formation. Special attention is given to the implementation of a discipleship model or ministry plan within the local church.

3 CREDIT HOURS

PSM302 Church Administration: A study of church administration in a contemporary US context. Consideration will be given to church government, constitutions, bylaws, policies and procedures. Various models will be explored and evaluated.

3 CREDIT HOURS

PSM399 Pastoral Ministry Seminar: This seminar is a special topics course where current developments and new insights in Pastoral ministry will be presented.

1-3 CREDIT HOURS

PSM401 Church Leaders and Baptist Denominational Life: A study of the practical application of living out Baptist principles both personally and as a pastor of a local Baptist church. Consideration will also be given to functioning as a pastor of a church in relation to the local Baptist association, as well as, the regional and national conventions, boards and agencies of the Southern Baptist Convention.

3 CREDIT HOURS

PSM402 The Pastor and His Community: A study of the role and relationships of a pastor as a member of the larger community wherein his church resides. Consideration will be given to involvement in community organizations, events, and activities and how these opportunities relate to Christ's command to be "salt" and "light" in the world. The pastor's responsibility to lead the congregation in engaging the community will also be discussed.

3 CREDIT HOURS • MAY
SUBSTITUTE OTHER BIB, CED, PSM, OR CPL ELECTIVES

PSM403 Homiletics I (Preparation): A basic introduction to the issues related to the study of preaching. The student will be exposed to various methods of preaching. The principles and preparation practices of expositional preaching will be given priority.

3 CREDIT HOURS
• PRE-REQ: BIB100

PSM404 Homiletics II (Delivery): A study of the dynamics of sermon delivery. The student will be exposed to various methods of sermon delivery. Emphasis will be placed on packaging the sermon as well as on principles of speech, protection of the voice, and other issues related to the delivery of sermons. The student will preach 2-3 times during the semester.

3 CREDIT HOURS • PRE-REQ: PSM403

PHYSICAL EDUCATION

PHY101 Beginning Karate: This course will focus on the fundamental elements of karate essential to earning the yellow belt. Class sessions will work on stretching, kihon (basic stances, blocks, strikes, and kicks), essential self-defense moves such as wrist releases and choke releases, and the first kata, (a "form" or "exercise," which must be learned in order to test for yellow belt). The cost of this one-credit course is \$125.00. If the student takes the course at least three semesters, it may count toward a general education course requirement.

3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS
ELIGIBLE

PSYCHOLOGY

PSY101 Introduction to Psychology: This course is a general overview of the field of psychology which focuses on the study of behavior. Students will engage topics such as human development, sensation and perception, emotions, motivation, learning, cognition, and intelligence. The emphasis of the course will be centered on the relation of a Christian

Worldview to historical and contemporary psychology as well as the impact of psychology on culture and society.

3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

PSY102 Developmental Psychology: This course is an overview of the life span of a human being from conception through death. Students will learn various theories of development inspired by Piaget, Vygotsky, and Erickson for example. Crucial developmental periods and maturation issues will be explored. Emphasis will be given to the spiritual and moral development of a human being. 3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

PSY401 Abnormal Psychology: This course is the study of the introductory knowledge of abnormal psychology which focuses on neurotic and psychotic behavior. Students will be introduced to the origin, symptoms, diagnosis, and therapy of mental disorders. Students will learn to develop a Christian perspective for understanding and working with people with various mental disorders and abnormalities. Special emphasis is placed on assisting students in their knowledge of DSM-V diagnosis and treatment. 3 CREDIT HOURS

SCIENCES

SCI101 Science Seminar: This special topics course will introduce current updates and/or specific concepts in the area of scientific study. 1-3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI106 Biology: This class serves as an introduction to biology for the non-science student. Emphasis will be placed on the origin of life, fundamental life processes and concepts common to all living organisms, with the human example. In addition to classroom lecture, students will participate in a one credit hour lab.

3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI106A Biology Lab: This course is a general, introductory biology laboratory course which relates the classroom discussion and lectures to experiments and other aspects of biology. 1 CREDIT HOUR • CO-REQ: SCI106 • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI107 Computer Science: An overview of computer technology and the discipline of Computer Science. Topics include computer architecture, the binary number system, algorithms, programming languages, operating systems, and networking. Hands-on opportunities to improve proficiency in document processing, spreadsheet usage, and preparing presentations will be offered.

3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI107A Computer Programming Lab: A project-based introduction to programming in a high-level language. Topics include program structure, program flow control, data structures, formatted output, and the use of functions.

1 CREDIT HOUR • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI108 Scientific Disciplines: This course is designed to provide an overview of the various disciplines within the Life, Earth and Space, and Physical Sciences from a Christian perspective. Students will be encouraged to think critically and intelligently about modern scientific ideas and concepts that are frequently considered in ministry using the latest scientific theories, hypotheses, and data. 3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI108A Scientific Disciplines Lab: This course is a general, introductory laboratory course which follows the topics of the Scientific Disciplines course, relating the classroom discussion and lectures to experiments and other aspects of Life, Earth and Space, and Physical science. 1 CREDIT HOUR • CO-REQ: SCI108 • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI109 Earth Science: This course is a study of the principles of physical and historical sciences of geology, oceanography, and meteorology for non-science majors. Major lecture topics include discussion of earth's geological history, minerals, rocks, dating, plate tectonics, glaciers, volcanoes, ocean currents, marine life, waves, the atmosphere, and weather systems. When appropriate, contrasting view of these subjects will be examined. Laboratory experiences may include field trips to areas of local geological interest.

3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI109A Earth Science Lab: This course is a general, introductory laboratory course which follows the topics of the Earth Science course, relating the classroom discussion and lectures to experiments and other aspects of Earth science.

1 CREDIT HOUR • CO-REQ: SCI109 • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI201 Introduction to Physics: This non-calculus-based course will explore Newton's laws of motion, energy, simple machines, gravity, electricity and other forces to provide a basic understanding of how the universe

functions. 3 CREDIT HOURS • GEN ED SCI • EARLY SCHOLARS ELIGIBLE • PRE REQ: HS ALGEBRA

SCI201A Introduction to Physics Lab:

This lab course will provide hands-on experience with content presented in the Physics classroom to give students a practical understanding of the forces at work in the world. 1 CREDIT HOUR • CO-

REQ: SCI201 • GEN ED SCI • EARLY SCHOLARS ELIGIBLE

SCI399 Advanced Science Seminar: This upper-level seminar is an advanced, special topics course where current updates and specific concepts in the scientific community will be presented. 1-3 CREDIT HOURS • GEN ED

COLLEGE LEADERSHIP

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Author, Speaker

Phil Waldrep Ministries

Decatur, AL

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Pentagon Family Life Chaplain

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Yorktown, VA

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Ridgecrest Baptist Church

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VICE PRESIDENT OF LIBRARY SERVICES

Lorrie Francis

VICE PRESIDENT OF INSTITUTIONAL READINESS

FACULTY

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B.S., Pastoral/Specialized Ministry, Bible, Clark Summit University
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M.Div., Clark Summit University
Ph.D., Clark Summit University

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Ph.D., Southeastern Baptist Theological Seminary

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M.A., Liberty University

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D.Min., Mid-America Baptist Theological Seminary
Th.D., Systematic Theology, University of South Africa, Pretoria

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D.Min., Church Planting & Multiplication Cohort, Gordon Conwell University (in progress)

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M.A., English and Literature, University of Dayton
M.E., Secondary English Education, Clarks Summit University

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M.A., Trevecca Nazarene University

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M.A., Music, Southwestern Baptist Theological Seminary

SUPPORT STAFF

*EXECUTIVE TEAM MEMBERS

Mykayla Ballard * | Executive Assistant to the President

Emily Bonesteel | Library Assistant

Johnny Fain | Advancement Ambassador

Beth Jones * | Administrative Assistant to the VP of Administration

Ed Lucas | Facilities Manager

Tony Levesque | Director of Student Services

Becky McDill * | Registrar, Academics Administrative Assistant

Ben Steadman | Maintenance Technician

Deanna Williams | Assistant to the Librarian

CALENDAR

2020-2021

FALL

AUGUST 2020

11	Professional Development
13-14	Resident Assistant Training
18	New Students' Move-in Day
20	Returning Students' Move-in Day
20-21	New Student Orientation
25	Fall Semester Begins
31	Last Day to Add a Class

SEPTEMBER 2020

7	Labor Day	OFFICES CLOSED
14	Last Day to Drop a Class	
14-15	Trustee Meetings	

OCTOBER 2020

1	NEBC Preview Day (cancelled due to COVID19)	
12	Columbus Day	OFFICES CLOSED
13-16	Research Week (postponed due to COVID19)	
17	Commencement 2020 (rescheduled from 5/16)	
27-30	Homecoming (cancelled due to COVID19)	

NOVEMBER 2020

20	Last day of on-campus classes	
23-27	Thanksgiving Holiday	NO CLASSES

DECEMBER 2020

1-4	Research Week (on-line study/review)
4	Last Day of Class
8-11	Finals Week
12	Winter Recess begins

JANUARY 2021

4-8	J-Term (rescheduled due to COVID19)
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SPRING

JANUARY 2021

4-8	J-Term (rescheduled due to COVID19)	
12	Professional Development	
13-14	Student Ldrshp Move-in and Orientation	
15	New Student Orientation	
15	Students arrive for Spring Semester	
18	Martin Luther King Jr. Day	OFFICES CLOSED
19	Spring Semester Begins	
25	Last Day to Add a Class	

FEBRUARY 2021

8	Last Day to drop a Class	
15	President's Day	OFFICES CLOSED
19	Deadline to apply for graduation	

MARCH 2021

2-5	Research Wk / Spring Lectures	NO CLASSES
15-16	Trustee Meetings	

APRIL 2021

2	Good Friday	OFFICES CLOSED
5-9	Spring Break	NO CLASSES
14	Student Govt Elections & Public Forum	
15	NEBC Preview Day	
21-23	Senior Oral Exams	

MAY 2021

6	National Day of Prayer	
7	Last Day of Class	
11-14	Finals Week	
15	Commencement 2021	
15-17	Student Move-out Days	
24-28	Summer Term 1	
31	Memorial Day	OFFICES CLOSED

JUNE 2021

14-18	Summer Term 2
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