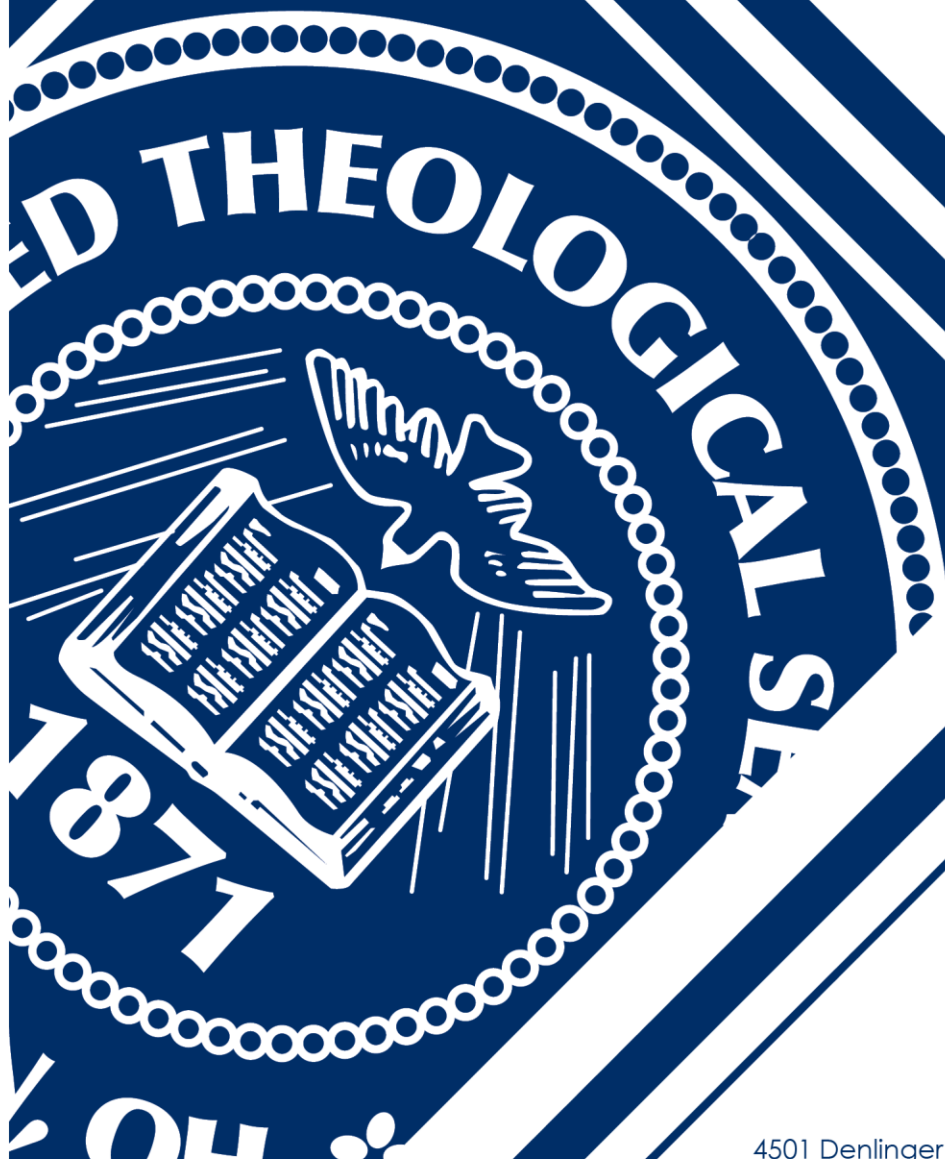


United Theological Seminary  
**Academic Catalog**  
**2025-2026**



4501 Denlinger Road | Dayton, OH 45426 | 937.529.2201

United Theological Seminary  
4501 Denlinger Road  
Dayton, OH 45426  
937.529.2201  
[www.united.edu](http://www.united.edu)

Copyright © 2025 United Theological Seminary The seminary reserves the right to change terms and conditions stated in this catalog at any time. This catalog is not to be construed as the basis of any contract between the seminary and the student.

# Table of Contents

<b>Academic Calendar</b> .....	<b>4</b>	Eligibility.....	65
<b>Introduction</b> .....	<b>8</b>	Application Process and Deadlines .....	65
<b>Graduate Degree Programs</b> .....	<b>10</b>	Loans .....	66
Doctor of Theology (ThD) .....	10	Scholarships.....	67
Doctor of Ministry (DMin) .....	16	<b>Tuition and Fees</b> .....	<b>71</b>
Master of Divinity (MDiv) .....	21	Payment Policy for All Students.....	72
<i>Concentrations</i> .....	25	Veterans Administration Payment Policy .....	72
<i>MDIV Houses of Study Tracks</i> .....	26	<i>Deferred Payment Plans for Full-time Students</i> .....	72
Master of Arts in Christian Ministries (MACM) .....	28	<b>Academic Policies and Procedures</b> .....	<b>75</b>
<i>MACM Houses of Study Tracks</i> .....	30	Registration.....	81
Master of Ministry (MMin) .....	32	Cross-Registration .....	82
Master of Theological Studies (MTS) .....	35	Schedule Changes and Refunds.....	83
Master of Arts (MA) .....	37	Auditing Courses .....	84
<i>United Methodist Advanced Course of Study</i> .....	39	Doctor of Theology Grading System .....	84
<b>Dual Degree Programs</b> .....	40	Doctor of Ministry Grading System .....	86
<i>Master of Divinity/Master of Theological Studies</i>		Masters Grading System .....	87
<i>(MDiv/MTS)</i> .....	40	General Certificate Grading System .....	90
<b>Non Degree Programs</b> .....	<b>44</b>	Graduation.....	91
General Certificates .....	44	Policies Relating to Federal Guidelines.....	92
<i>Certificate in Service and Leadership (CSL)</i> .....	44	Students with F-1 or J-1 Visas .....	93
<i>Certificate in Theology and Ministry (CTM)</i> .....	45	<b>Disability Services</b> .....	<b>95</b>
<i>Bachelor's Degree/Dakota Wesleyan University</i> .....	48	<b>Resources for Theological Education</b> .....	<b>97</b>
Specialized Certificates .....	49	O'Brien Library.....	97
<i>Certificate in Church Planting</i> .....	49	<b>Community Life</b> .....	<b>103</b>
<i>Rooted: Certificate for Church-Planting Coaches and</i>		<b>Student Awards</b> .....	<b>105</b>
<i>Mentors</i> .....	49	<b>Alumni/ae Relations</b> .....	<b>107</b>
<i>Certificate in Online Teaching Strategies for Ministry</i>		<b>Development</b> .....	<b>109</b>
<i>Education</i> .....	49	<b>Faculty, Staff, and Board</b> .....	<b>110</b>
Fire Academy .....	50	Faculty .....	110
<i>The Holy Spirit Seminar</i> .....	50	Affiliate Faculty .....	116
<i>The X Seminar</i> .....	51	Adjunct Faculty .....	117
<i>Radical Discipleship</i> .....	51	DMin Faculty Mentors .....	121
Continuing Education (CEUs) .....	51	DMin Faculty Consultants .....	122
<b>Houses of Study</b> .....	<b>52</b>	Bishop in Residence .....	123
English Language Houses of Study .....	52	Emeriti Faculty and Presidents.....	123
Foreign Language Houses of Study .....	53	<i>Board of Trustees</i> .....	124
<b>Bishop Bruce Ough Innovation Center</b> .....	<b>55</b>	Administration and Staff.....	127
<b>Admissions</b> .....	<b>56</b>	<b>Course Catalog</b> .....	<b>132</b>
Doctor of Theology Degree Admissions .....	57	Doctoral Level Courses of Instruction .....	132
Doctor of Ministry Degree Admissions .....	58	Masters Level Courses of Instruction.....	135
Master's Degree Admissions .....	59	Certificate Level Courses of Instruction .....	153
<i>Transfer of Credits</i> .....	60		
<i>Advanced Standing with Credit</i> .....	60		
General Certificate Admissions .....	61		
F-1 and J-1 International Student Admissions .....	63		
<b>Financial Aid</b> .....	<b>65</b>		

# Academic Calendar

<b>SUMMER 2025</b>	
Last day to register without a late fee (ThD, Masters, General Certificates)	May 16
Memorial Day - United closed	May 26
ThD, Masters, General Certificate term begins	May 27
Last day to add a course	May 27
Last day to drop with a full refund	June 6
"Intent to Graduate" form due	June 13
Juneteenth - United closed	June 19
Independence Day - United closed	July 4
Gathering week/Reading week	July 21-25
Gathering week/Reading week	July 28-August 1
Last day to withdraw from a course	August 15
ThD, Masters, General Certificate term ends	August 29
Conferral	August 31
<b>FALL 2025</b>	
Last day to register without a late fee (DMin)	August 8
Last day to add or drop a course (DMin)	August 18
DMin term begins	August 18
DMin Intensive	August 18-22
Last day to register without a late fee (ThD, Masters, General Certificates)	August 29
Labor Day - United closed	September 1
ThD, Masters, General Certificate term begins	September 8
Last day to add a COURSE (ThD, Masters, General Certificates)	September 8
Last day to drop with a full refund (ThD, Masters, General Certificates)	September 19
"Intent to Graduate" form due	September 26
Spring 2026 registration opens	October 6
Gathering week/Reading week (Masters)	October 13-17
<ul style="list-style-type: none"> <li>Contextual Ministry Retreat (Masters)</li> <li>Hybrid (Masters)</li> </ul>	October 13-15 October 15-17
Last day to withdraw from a COURSE (ThD, Masters, General Certificates)	November 28
Reading week (Masters)	November 24-28
Thanksgiving - United closed	November 27-28
ThD, Masters, General Certificate term ends	December 12
DMin term ends	December 15
Christmas Break - United closed	December 24-31
Conferral	December 31

**SPRING 2026**

New Year's Day - United closed	January 1
Immersion trips	January TBD
Last day to register without a late fee (DMin)	January 16
Martin Luther King Jr. Day - United closed	January 19
Last day to add or drop a course (DMin)	January 26
DMin term begins	January 26
DMin Intensive	January 26-30
Last day to register without a late fee (ThD, Masters, General Certificates)	January 30
ThD, Masters, General Certificate term begins	February 9
Last day to add a COURSE (ThD, Masters, General Certificates)	February 9
Last day to drop with a full refund (ThD, Masters, General Certificates)	February 20
"Intent to Graduate" form due	February 27
Summer 2026 registration opens	March 2
Reading week (Masters)	March 9-13
Holy Week/Reading week (Masters)	March 30-April 3
Good Friday - United closed	April 3
Fall 2026 registration opens	April 6
Last day to withdraw from a COURSE (ThD, Masters, General Certificates)	May 1
DMin, ThD, Masters, General Certificate term ends	May 15
Commencement/Conferral	May 16

**SUMMER 2026**

Last day to register without a late fee (ThD, Masters, General Certificates)	May 15
Memorial Day - United closed	May 25
ThD, Masters, General Certificate term begins	May 26
Last day to add a course	May 26
Last day to drop with a full refund	June 5
"Intent to Graduate" form due	June 12
Juneteenth - United closed	June 19
Independence Day - United closed	July 3
Gathering Week/Reading Week	July 20-24
Gathering Week/Reading Week	July 27-31
Last day to withdraw from a course	August 14
ThD, Masters, General Certificate term ends	August 28
Conferral	August 31

## FALL 2026

Last day to register without a late fee (DMin)	August 7
Last day to add or drop a course (DMin)	August 17
DMin term begins	August 17
DMin Intensive	August 17-21
Last day to register without a late fee (ThD, Masters, General Certificates)	August 28
Labor Day - United closed	September 7
ThD, Masters, General Certificate term begins	September 8
Last day to add a course (ThD, Masters, General Certificates)	September 8
Last day to drop with a full refund (ThD, Masters, General Certificates)	September 18
"Intent to Graduate" form due	September 25
Spring 2027 registration opens	October 5
Gathering week/Reading week (Masters)	October 12-16
• Contextual Ministry Retreat (Masters)	October 12-14
• Hybrid (Masters)	October 14-16
Reading week (Master)	November 23-27
Thanksgiving - United closed	November 26-27
Last day to withdraw from a course (ThD, Masters, General Certificates)	November 27
Holy Spirit Seminar	December 4
ThD, Masters, General Certificate term ends	December 11
DMin term ends	December 15
Christmas Break - United closed	December 24-31
Conferral	December 31

## SPRING 2027

New Year's Day - United closed	January 1
Immersion trips	TBD
Last day to register without a late fee (DMin)	January 15
Martin Luther King Jr. Day - United closed	January 18
Last day to add or drop a course (DMin)	January 25
DMin term begins	January 25
DMin Intensive	January 25-29
Last day to register without a late fee (ThD, Masters, General Certificates)	January 29
ThD, Masters, General Certificate term begins	February 8
Spring courses begin	February 8
Last day to add a course (ThD, Masters, General Certificates)	February 8
Last day to drop with a full refund (ThD, Masters, General Certificates)	February 19
"Intent to Graduate" form due	February 26
Reading week (Master)	March 8-12
Summer 2027 registration opens	March 15
Holy Week/Reading week (Master)	March 22-26
Good Friday - United closed	March 26
Fall 2027 registration opens	April 5
Last day to withdraw from a course (ThD, Masters, General Certificates)	April 30
Senior Grades Due	May 5
DMin Semester 6/Proj. Continuation Grades Due	May 5
ThD, Masters, General Certificate term ends	May 14
DMin term ends	May 15
Commencement/Conferral	May 22

# Introduction

## **Vision**

Spirit-led leaders, Christ-like Church, transformed world

## **Mission**

United prepares faithful and fruitful Christian leaders to make disciples of Jesus Christ.

## **Values**

### **Historic Faith**

We believe that the faith in Jesus Christ passed down to us through the centuries by the fathers and mothers of the Church is crucial for the life and witness of the Church today. The Bible is our centerpiece for theological formation and reflection. Through sacraments, creeds, the writings of great teachers and other resources, we grow in the knowledge and love of the Triune God.

### **Scriptural Holiness**

We believe in the life-changing power of the Holy Spirit, who helps us to become Christ-like individuals and communities. Holiness is not simply about personal transformation. It is about transforming the world through faithful discipleship and just action.

### **Church Renewal**

We believe that renewal, whether of individuals, congregations, the Church universal or all creation, is the work of the Holy Spirit, who is always ready to lead the faithful in this redemptive activity.

## **History**

United Theological Seminary traces its history to the former Church of the United Brethren in Christ and The Evangelical Church. Both denominations were made up of largely German-speaking immigrant communities, and both bodies traced their theological roots to the Wesleyan/Methodist movement in the eighteenth and early nineteenth centuries in North America.

In 1871, The Church of the United Brethren in Christ founded Union Biblical Seminary in Dayton, Ohio. In 1910, the name of the school was changed to Bonebrake Theological Seminary. The seminary established its campus at 1810 Harvard Boulevard in Dayton in 1923.

In 1946, The Church of the United Brethren in Christ and The Evangelical Church united to form The Evangelical United Brethren Church. The Evangelical School of Theology, situated in Reading Pennsylvania, on the campus of Albright College, had served The Evangelical Church since 1905, and the union of the two denominations brought about the merger of the two seminaries in 1954 into United Theological Seminary. United Theological Seminary was created by combining the full body of administrative and teaching personnel, the libraries and the financial resources of the two former schools.



With the union of The Evangelical United Brethren Church and The Methodist Church in 1968, United Theological Seminary became one of thirteen theological schools of The United Methodist Church.

In 2005, United Theological Seminary sold its Harvard Boulevard campus and relocated to a newer, completely accessible facility in the community of Trotwood, four miles to the northwest.

United celebrated its rich heritage and commemorated its 150<sup>th</sup> anniversary on October 11, 2021. United continues to draw upon the abiding commitment, outlook, and religious professions of its founders in its educational mission to a new generation of church leaders, lay and ordained.

## **Accreditation and Association**

United Theological Seminary is accredited by the Commission on Accrediting of The Association of Theological Schools, and the Higher Learning Commission, and per [Ohio Revised Code §1713.02](#), holds a Certificate of Authorization from the Chancellor of the Ohio Department of Higher Education. In January 2023 the ATS Board of Commissioners approved a five-year experiment permitting synchronous online delivery as an exception to residency for half or more of the Doctor of Theology program. See the United [website](#) for more information (<http://united.edu/accreditation-association/>).

United Theological Seminary is one of thirteen United Methodist seminaries in the United States and is listed by the University Senate of the denomination as an approved theological school for the education of United Methodist clergy.

## **Contact Information**

### **The Commission on Accrediting of The Association of Theological Schools**

10 Summit Park Drive Pittsburgh, PA 15275-1110

Phone: 412.788.6505 | Fax: 412.788.6510 | Website: [www.ats.edu](http://www.ats.edu)

### **Higher Learning Commission**

230 South LaSalle Street, Suite 7-500 Chicago, IL 60604-1411

Phone: 800.621.7440 / 312.263.0456 | Fax: 312.263.7462 | Email: [info@hlcommission.org](mailto:info@hlcommission.org)

# Graduate Degree Programs

## Doctor of Theology (ThD)

For religious leaders seeking advanced research training in history and theology, practical theology or biblical studies.

### Purpose

The Doctor of Theology program at United Theological Seminary is an advanced research degree program designed to support the leading teachers, pastors, pastor-scholars, and thinkers associated with various denominations, houses of study and international partners, while expanding knowledge in the fields of History and Theology, Biblical Studies, or Practical Theology.

### The Doctor of Theology degree is designed to enable students to:

- Demonstrate an ability to do original research within a specialized field of theology.
- Demonstrate broad knowledge of the history, methods, and major figures of a field of study.
- Demonstrate proficiency in teaching a theological discipline in the church and academy.
- Demonstrate an advanced understanding of the role of academic research, writing, and teaching in the renewal of the church.

## ThD Academic Requirements

### ThD Core Requirements – 12 credit hours

- THD800 Advanced Theological Research and Methodology
- THD801 Scholarship for Church Renewal
- THD802 Research Colloquy
- THD803 Comprehensive Examination Seminar

### ThD Electives – 24 credit hours

- Determined by student interest and faculty expertise

### ThD899 Comprehensive Examinations – 0 credit hours

### ThD Dissertation – 6 credit hours

- Required Travel to Dayton: 2 weeks during the first summer, 1 week during the second summer, 1 week during the third summer

### Non-Credit Requirements

- SS500 Online Student Orientation (500)

## Coursework

Coursework in the ThD requires successful completion of 42 credits, including 12 core credits, 24 elective credits, and 6 dissertation credits. They are divided as follows:

### *Core Credits (12)*

Core courses are only offered in an intensive format during the two intensive weeks of the Summer term, usually the middle weeks of July. Each course will meet for one week during two summer gathering weeks. Each course will require substantive pre-work, so students should manage their time carefully. Syllabi will be made available one week prior to the Summer term through Canvas.

- Advanced Theological Research and Methodology (3 credits)  
Develops students' research skills for theological inquiry, exposes students to research methods and resources, and as a final project has students develop a literature review on a topic in their relevant field of study.
- Scholarship for Church Renewal (3 credits)  
Examines the biblical, historical, theological, socio-cultural, and practical foundations for church renewal that leads to mission. It enables students to think creatively about the state of the church in the modern West, the growth of the church in the Global South, and mission in a global context. Considers the place of scholarship in the work of church renewal and mission.
- Research Colloquy (3 credits)  
Develops students' research skills for theological inquiry, exposes students to research methods and resources, with a goal of equipping students to prepare the dissertation proposal. Students prepare and present a preliminary literature review, and prepare a plan of research in light of their research interests.
- Comprehensive Examination Seminar (3 credits)  
Develops students' research skills for theological inquiry, exposes students to research methods and resources, with a goal of equipping students to defend their literature review and proposal in the Comprehensive Examination. Students prepare and present a literature review and dissertation proposal to classmates.

### *Electives (24 credits)*

Electives are determined by field and research interest. They may be taken as either 800 level seminars, directed studies, or independent readings (a maximum of 6 credits can be taken as independent readings).

#### *800 level seminars*

Students may enroll in one of United's many 800 level seminars. These may or may not include Masters students enrolled in advanced (600 level) masters electives. Seminars will be offered synchronously. ThD students may attend in person or virtually through the LIVE classroom. LIVE students must abide the policies set by the distance learning office.

For students with a United Masters degree: In the event that a 800 level elective shares a title with a 600 level elective at United, and the student has, in a prior degree program, taken the same-titled course at the 600 level, the student will not be eligible to take the 800 level elective.

### *Directed Studies*

Students may negotiate with a member of the ThD Faculty to take a Directed Study. A Directed Study will not be approved for Core coursework and will not ordinarily be provided for courses listed in the catalog that are already scheduled. No more than one Directed Study may be taken in a term. The Directed Study must satisfy the credit hour policy of United, which pertains to both Masters and Doctoral students, that all courses require a minimum of 3.5 hours per week of student work per credit hour (3 credit hours, therefore, should require at least 10.5 hours per week). ThD students should expect to spend more time reading each week for a Directed Study. Approval must be secured from the student's advisor, the professor conducting the Directed Study, the Director of the ThD Program, and the Academic Dean. The Directed Study form is available in the Student Hub.

### *Independent Readings*

Students will arrange with a member of the ThD Faculty for two Independent Readings courses (described below). The student and faculty member will agree on a bibliography for study that the student will pursue independently and which do not require either the submission of written work or the assignment of letter grades; rather, these courses are pass/fail and require one meeting near the end of the semester to determine completion of the assigned reading. The Independent Readings course must satisfy the credit hour policy of United, which sets for all courses a minimum of 3.5 hours per week of student work per credit hour (3 credit hours, therefore, should require at least 10.5 hours per week). As this policy is uniform for all graduate programs at United, Masters and Doctoral, ThD students should expect to spend considerably more time reading each week for the Independent Readings courses. An Independent Study form will be made available in the Student Hub.

- Independent Readings I  
Students will register for Independent Readings I in either the Fall One or Spring One semester of the program. The purpose of Independent Readings I is to prepare the student for the literature review to be developed in the Summer Two Research Colloquy.
- Independent Readings II  
Students will register for Independent Readings II in either the Fall Two or Spring Two semester of the program. The purpose of Independent Readings II is to prepare the student for Comprehensive Examinations, and therefore should be comprised of titles on the Bibliography for Comprehensive Examinations (see Plan of Research below) but not covered in ThD coursework.

### *Dissertation (6 credits)*

Upon approval of the dissertation proposal, students will enroll in the 6-credit Dissertation course during the term immediately following. Any time beyond that required to complete the dissertation will be in continuation for no credit.

## **Student Orientation**

Completion of the online orientation provides the best foundation for student success at United. The orientation fee is assessed upon registration for the online orientation course. ALL new ThD students are required to complete a United online orientation course:

- New students are required to register for the online orientation course and complete it before registering for a second term.
- Registration for a second term will be prevented until this course is completed.

## **Comprehensive Examinations**

Comprehensive Examinations at United consist of three components.

### *The Dissertation Proposal*

The first phase of comprehensive examinations is completed by approved submission of a dissertation proposal. This material will require oral defense in the oral examination, together with the contents of the written examination.

### *The Written Examination*

The written examination is a 48 hour open book examination in which students will be asked to “demonstrate broad knowledge of the history, methods, and major figures of a field of study” (SLO 2). The written examination will be developed on the basis of the Bibliography for Comprehensive Examinations included in the Comprehensive Examination Form (available in the student hub). The written examination will be submitted to the First and Second Advisor for their evaluation. Within two weeks of receipt, the First and Second Advisors must communicate a decision of either High Pass, Pass or Fail to the student and Director of the ThD Program. If an advisor assigns the student a grade of Pass, their decision may include specific advice for further work or conditions that must be met in order to proceed to candidacy. If an advisor assigns the student a grade of Fail, it is assumed the student will retake the examination in part or in whole, as appropriate, unless both Advisors agree to some other procedure. No part of the written examination may be attempted more than twice.

### *The Oral Examination*

Once a student has received a High Pass or Pass from both Advisors, the Program Coordinator will schedule the oral examination. The First Advisor will chair the oral examination. The Comprehensive Examination Committee will consist of three members of United’s ThD faculty: the First and Second Advisor, and one other member appointed by the Director of the ThD program. The oral examination will be two hours, with a brief break at the interim. The first hour will cover material submitted in the written examination. The second hour will cover the Dissertation Proposal.

Each member of the Committee will submit an evaluation form, in which they will render a decision of High Pass, Pass, or Fail. If an examiner assigns the student a grade of Pass, their decision may include specific advice for further work or conditions that must be met in order to proceed to candidacy. If two examiners assign the student a grade of Fail, it is assumed the student will retake the examination in part or in whole, as appropriate, unless examiners agree to some other procedure. No part of the oral examination may be attempted more than twice.

## **Dissertation**

Students will “demonstrate an ability to do original research within a specialized field of theology” (SLO 1) by successful completion and defense of a dissertation related to a specific area within their field of study. This dissertation and defense must demonstrate the student's ability to conduct original research that makes a substantial and distinctive contribution to theoretical knowledge.

Once granted candidacy, the student will pursue the Dissertation Proposal as submitted and defended during comprehensive examinations, under the direction of their First Advisor, unless their First Advisor is on leave, in which case the Second Advisor will direct for the leave period.

While United does not stipulate particular procedures for preparing the dissertation, the First Advisor and student are expected to establish and follow clear procedures for preparing the dissertation. For instance, the First Advisor may propose procedures and, in dialogue with the student, reach an agreement that the student will then write up and submit to the First Advisor.

Any student conducting research with Human Subjects must follow procedures of United's Institutional Review Board, available at <https://united.edu/institutional-review-board/>

The Dissertation Committee will consist of the First and Second Advisor, the Director of the ThD program, one member of the ThD faculty, and one outside examiner. It is the responsibility of the First Advisor, in consultation with the student, to propose an outside examiner to the Director early enough to ensure timely processing in preparation for the evaluation of the dissertation.

Students will submit chapters to the First and Second Advisors as they are written. When the student has completed the dissertation and received the tentative approval of both the First and Second Advisor, the First Advisor will then distribute the dissertation to all members the Dissertation Committee, and schedule the defense, in consultation with the Program Coordinator. The defense will be scheduled four to eight weeks after the dissertation has been distributed to all members of the committee.

## **Defense**

The Director of the ThD Program will chair a two-hour oral defense of the dissertation. The purpose of the defense is to evaluate the merits of the dissertation and to require students to defend the dissertation in the face of the kind of criticism that may fairly be expected by his or her scholarly peers. Following a two-hour oral defense of the

dissertation, the committee will consult and reach a final decision with respect to both the dissertation and defense.

For the dissertation and defense, the Committee may decide to award the student a grade of High Pass, Pass or Fail. If the Committee assigns the defense a grade of High Pass, no further work will be required in order to receive the ThD. If the Committee assigns the defense a grade of Fail, it is assumed the student will retake the Defense in part or in whole, as appropriate, unless the committee stipulates some other procedure. No part of the defense may be attempted more than twice. The Director of the ThD Program will communicate to the student the final decision of the Committee.

## **Doctor of Ministry (DMin)**

For religious leaders seeking to strengthen their prophetic and pastoral competence and equip others for ministry and outreach

### **Purpose**

The Doctor of Ministry program at United Theological Seminary is an advanced professional degree in the practice of ministry based on action research methodology. The program is designed to strengthen the work of ordained clergy in the practice of preaching, pastoral care and counseling, chaplaincy, and programmatic ministry, lay leaders for ministry in the church, religious educators, and those involved in a variety of community-based ministries.

### **The Doctor of Ministry degree is designed to enable students to:**

- Demonstrate advanced ability to reflect on spiritual and personal growth.
- Demonstrate advanced ability to reflect on a specific area of ministry through exegetical study of a biblical passage.
- Demonstrate advanced ability to design a ministry project in conversation with a past figure or movement through the study of church history.
- Demonstrate advanced ability to design a ministry project in conversation with a specific element of Christian theology.
- Demonstrate advanced ability to analyze the social dynamics of a specific ministry setting in conversation with an established interdisciplinary framework.
- Demonstrate advanced ability to design a research project in compliance with ethical and legal best practices.
- Demonstrate advanced ability to evaluate the results of a carefully designed and implemented ministry project.

### **Curriculum**

The Doctor of Ministry program utilizes a faculty mentor-based contextual model of education. This program requires a combination of self-initiative and collegial action/reflection. The curriculum is intended to develop both individual leadership skills and the ability to support the leadership of others. The two educational goals are achieved through focus group participation and faculty mentor supervision. Individual leadership is achieved through the identification and execution of a research project that is unique to the participant's ministry context. The importance of mutual inquiry is fostered through the focus group process, where individual students reflect theologically by developing a research project with peers who are also engaged in the same general topic. The curriculum is designed to foster critical theological reflection, to model a form of mutual inquiry that will enhance ministry, and to aid the student in the design and execution of an original research project.

#### *Context Curriculum*

This part of the curriculum depends largely upon you learning about your context in a dynamic way. You first learn about yourself by writing a spiritual autobiography to discover more about your own strengths, weaknesses, and areas of interest in ministry. In



addition, you will research and write an analysis of the context in which you are located. This contextual analysis will help you determine the needs in your context which the DMin project might address. When these documents, the "Spiritual Autobiography," and "The Contextual Analysis" have been completed, you will write a third paper, called "The Synergy" paper in which you will identify how the needs of the context and your ministerial strengths and weaknesses, and personal interests and concerns converge. This third document, "The Synergy" paper will be the first step toward determining the exact nature of the final project. The Synergy paper should include a preliminary abstract that includes a problem statement, hypothesis, methodology, time frame, intended data sources, and anticipated results.

### *Human Subject Research*

At United we are committed to making sure that all research conducted with human subjects is ethical according to legal and moral standards. A process for ethical research training, certification, and approval has been developed and all students in the Doctor of Ministry program will be expected to participate fully in all required activities to maintain the highest ethical standards for Human Subject Research (HSR). The application and approval process for all HSR is through United's Institutional Review Board (IRB). **Complete information concerning the IRB and the application process can be found on United's Website at <https://united.edu/institutional-review-board/>.**

## **Program Components**

The program requires the interweaving of course work, critical reflection on a ministry context, and focus group participation. The educational process makes it possible to develop a high degree of expertise in a particular area of ministry that is rooted in academic inquiry. The goal of the program is for students to test a specialized ministry model that can then be made available for others to use. All semesters foster personal, academic, and contextual growth.

The program is 60 credit hours divided into six semesters of ten credits each. Each semester begins with a five-day in-person Intensive.

Each Semester includes a mid-semester focus group meeting in addition to the Intensive meeting. Students will attend lectures (beginning in Semester One) and write short papers called Precis that will be presented to their peers (beginning in Semester Two), and several significant papers throughout the semesters. In Semester Five the student undertakes the research and writing of the thesis project. The Final Exam (project defense) and Thesis Completion are scheduled in Semester Six.

## **Non-credit requirements**

- Online Orientation for Semester One: Orients new doctoral degree candidates to United's online learning environment. Students will also complete the entering student questionnaire. Completion is required two weeks prior to the Semester One Intensive. Completion is required to register for Semester Two.
- Doctoral Graduation Questionnaire: Students can access this questionnaire along with the Intent to Graduate Form in Canvas. Questionnaire must be

completed by November 30 for Fall Semester Six and April 30 for Spring Semester Six.

- Until Semester Six students complete the Intent to Graduate Form, the remaining Semester Six forms will not be accessible in Canvas.

## Semester Process

Each of the six terms of the program focuses on a particular aspect of the work toward the DMin degree.

- **Semester One** focuses on an analysis of the participant's life and ministry experience, and the context within which the DMin project will be executed. These two analyses are assessed together in a Synergy to determine the direction of the DMin project itself through Problem Statement, Hypothesis and 250-word Abstract. This term includes instruction in Biblical Studies and Church History. The student writes Chapter One of their final project.
- **Semester Two** focuses on the student's research into Biblical and Historical Foundations that undergird and address the DMin project. The student writes Chapters Two and Three of their final project.
- **Semester Three** focuses on the student's research into an aspect of Christian Theology and an Interdisciplinary field that undergird and address the DMin project. The student writes Chapters Four and Five of their final project and develops a project proposal for the design of their project.
- **Semester Four** focuses on Candidacy Review for continuation to research and Human Subject Research through the Institutional Review Board.
- **Semester Five** focuses on the implementation, analysis, and documentation of the research project and the student writes Chapter Six of their final project. It also includes final exam (oral defense) preparation.
- **Semester Six** focuses on the final exam (oral defense), thesis completion and post-defense instruction for the Doctor of Ministry degree.

At the end of Semester Six, if the student requires more time to finish the requirements for graduation, they will register for "Project Continuation," for a maximum of three Semesters. All students registered for project continuation will remain with their focus groups and will be required to attend the Intensive weeks on Monday, Tuesday, Wednesday, and Thursday. In order to fulfill the requirement, they will attend Chapel and Plenary, the Monday evening and Wednesday evening worship services, and their focus group sessions in the morning and work with their mentor on their projects during the afternoons. The mentor will provide guidance and encouragement to move the student from where they are with their project to completion of all the requirements for graduation.

## Intensives

The in-person intensives introduce students to current issues that are impacting ministry. Each Intensive is organized around a specific theme that is taught by national leaders. The Intensives also provide the setting for course work in Bible, Theology, History, and interdisciplinary study for the development of research methodologies, and for Focus

Group consultation. The uniqueness of each term requires students to participate in all six semesters; therefore, there can be no admission with advanced standing.

**Intensive Sessions Include:**

- Worship
- Plenary Sessions focus on the theme of the intensives
- Focus Group meetings emphasize each intensive theme and the subject matter of the focus group
- Module Work concentrates on the required academic curriculum. All module work relates directly to aspects of the students final projects.
- Seminars offer time for peer and faculty feedback of student work

**Focus Groups**

In addition to the face-to-face Focus Group sessions held during the Intensive weeks, doctoral students meet regularly with their Focus Groups between each Intensive. Each of these Interim Focus Group sessions meet for a minimum of thirty-two (32) contact hours. During the Focus Groups, members will discuss and approve works-in-progress, issues relevant to the core curriculum, and the focus group curriculum. Candidacy reviews and final exams may also be scheduled during these Interim Focus Group meetings. The location and time of the Interim Focus Group sessions are determined by the Faculty Mentor(s), in consultation with the students and Faculty Consultant, at the immediately preceding Intensive. March and October tend to be the appropriate months for the Interim Focus Group sessions. At least one Interim Focus Group Session per academic year may be held in person. (Extenuating circumstances regarding a virtual option will be considered by the Faculty Mentor(s) in consultation with the Faculty Consultant and students.) The other Interim Focus Group session may be held virtually. Attendance shall be taken in Canvas at all Focus Group Sessions whether they are virtual, in person, or a combination. Virtual sessions will be conducted online using WebEx.

Regular participation in Focus Group sessions is required of members throughout all semesters of the program. Given the importance of your contribution to your peers, as well as their feedback on your work, your attendance at these Focus Group sessions is critical. Failure to attend compromises the integrity of the Focus Group. Any absence requires notice in advance to the Faculty Mentor(s), who then notifies the Associate Dean of Doctoral Studies. Please be in communication with your Faculty Mentor(s) regarding absences, as excessive absences may result in involuntary withdrawal from the DMin program. You would have to retake, at your own expense, the semester from which you were withdrawn. United's program is intensely collaborative, and your peers rely on your gifts and discernment to facilitate their work. The reverse is also true; you do not want to forgo your peers' input concerning your work. When all students fully participate in the stimulating conversations of the Focus Group sessions, the maximum potential of the group is realized.

## **Evaluation**

Evaluation of the program is conducted by faculty mentors and through the Doctoral Studies Office. The evaluation process consists of:

- Grading in Canvas
- Candidacy Review
- Final Examination

It is important that participants provide constructive, honest criticism of each other.

The standard forms used in the evaluation process are the Candidacy Review Team Evaluation, and the Final Examination Committee Report.

## **Instructors**

### **Faculty Mentors**

United faculty mentors serve as instructors for each Focus Group. Faculty Mentors are experienced in various areas of academia. The Faculty Mentor is the most important instructor in assisting students in the development of their semester papers and designing their research projects.

### **Faculty Consultants**

United faculty consultants serve as resource persons for each focus group. With the Faculty Mentor(s), Faculty Consultants will assist students in developing the Foundation chapters for the final research project.

### **Professional Associates**

Each student is required to seek the advice of at least three experts in the field with terminal degrees.

## **Master of Divinity (MDiv)**

For those preparing to enter ministry as ordained religious leaders or as lay professional ministers

### **Purpose**

The MDiv program at United Theological Seminary is a comprehensive professional degree in the practice of ministry. Students receive training in the areas of Bible, History and Theology, Practical Theology, and Spiritual Formation through contextual ministry.

*Students should check with their own denominational judicatory regarding requirements for ordination. The seminary will assist each student in selecting courses to meet judicatory requirements.*

### **The MDiv is designed for people who are:**

- Preparing to enter ministry as ordained religious leaders
- Ministering as laity in church, non-profit or professional settings
- Pursuing growth through the academic and practical study of Christianity

### **The MDiv is designed to enable students to:**

- Demonstrate understanding of the content, interpretation, and function of the Bible in the Christian community
- Demonstrate appropriation of the major historical themes and theological loci of the Christian heritage
- Demonstrate understanding of the Church and its mission in local and/or global contexts
- Demonstrate deepening Christian faith and spiritual development characterized by mature self-awareness and self-direction
- Demonstrate the skills and perspectives necessary for leadership in the practice of ministry and the formation of disciples

## **Requirements**

The MDiv degree can be accomplished in two to four years following our plans for on campus and distance students.

### **To earn the MDiv:**

1. Complete the entire degree program requirements listed for the MDiv
2. Complete all course credits applied toward the MDiv degree within ten years of the awarding of the degree, in keeping with the standards set forth by the Association of Theological Schools.
3. Participate in United's Contextual Ministry Program. Contextual Ministry consists of:
  - a. Attendance at two Contextual Ministry retreats in October.
  - b. Completion of four Contextual Ministry courses over two years
  - c. Completion of two units of field education in a church or community site in your area.
4. Participation in a Contextual Theology Immersion Trip

## Student Orientation

Completion of the online orientation provides the best foundation for student success at United. The orientation fee is assessed upon registration for the online orientation course. ALL new MDiv students are required to complete a United online orientation course:

- New students are required to register for the online orientation course and complete it before registering for a second term.
- Registration for a second term will be prevented until this course is completed.

## Contextual Ministries

The Contextual Ministries program requirements for the MDiv degree program include Contextual Ministry coursework, Field Education Placements, and the Contextual Theology Immersion Trip. Contextual Ministries encourages students to develop stronger skills in:

- Spiritual disciplines for a life of holiness while developing professional competence
- Critical understanding(s) of church leadership and corresponding criteria for further development of leadership skills
- Well-bounded relationships for the support of self and ministry
- Discernment of gifts and call as means of professional thriving in ministry
- Identity development and self-understanding leading to a greater capacity to love
- Critical theological reflection that speaks to the church/world, yet weaves concrete experience of the Spirit
- Engagement of cross-cultural and interreligious understanding and communication

### 1. Contextual Ministry

MDiv students are required to take the following Contextual Ministry courses:

- CM510 Contextual Ministry 1 (Includes On Campus Fall Retreat)
- CM511 Contextual Ministry 2
- CM610 Contextual Ministry 3 (Includes On Campus Fall Retreat)
- CM611 Contextual Ministry 4

Contextual Ministry 1 and 2 must be completed before taking Contextual Ministry 3 and 4. Students should take either Contextual Ministry 1 or 2 in their first term.

### 2. Field Education Placements

MDiv students are required to complete **two** units of Field Education:

- CM501 Field Education Unit 1
- CM601 Field Education Unit 2

Field Education units must be completed while enrolled in a Contextual Ministry course. Placements that extend beyond the Contextual Ministry course, including summer internships, must be approved by the Director of Contextual Ministry.

For each unit, a student is required to complete a total of 200 hours at their approved site by working no fewer than 10 hours a week over the course of a least 12 weeks.

A placement is negotiated between the field education site, the mentor, and the student, with assistance and approval by the Director of Contextual Ministries. It is the student's responsibility to discern her or his interests and the type of placement in which she or he desires to learn and serve.

A job listing is located on the HUB and contains both voluntary (non-paying) and compensated positions, some of which qualify for Federal Work Study funds. Each student works on-site at the Field Education site and meets with a mentor weekly.

### **3. Contextual Theology and Immersion Program**

The Contextual Theology and Immersion program is a faculty initiative designed to prepare students for encounters with Global Christianity and religious traditions in diverse cultural settings. The purpose is:

- To develop sensitivity, deepen Christian discipleship, and heighten capacity for sustenance in interreligious and intercultural complexities
- To provide a conceptual, liturgical, and practical introduction to theologies of religious pluralism and comparative discipleship
- To examine students' theological integration and preparedness for ministry in culturally and religiously pluralist environments through an international immersion experience, which concludes with a post-experience, critical theological reflection.

After completion of prerequisites—NT500 or OT500 (Introduction to the NT or OT), TH502 Introduction to Theology, and CM510 or CM511—MDiv students are required, and other degree candidates are invited, to register for CM620 Methods of Interreligious and Intercultural Encounter. When registering for CM620, students should also register for CM621 and contact the Dean's Office to select a trip from an approved list. Trips generally take place during early January or August/September months. Students must complete CM620 at least the term before their desired travel. Upon successful completion of the course, which includes submission of a copy of a valid passport, students participate in the immersion experience, which, as a rule, takes place outside of the United States and Canada within a cohort of no less than six students. Exceptions are granted only with the approval of the Academic Dean. The immersion trip must be completed prior to graduation. Spouses and older children are encouraged to participate when possible.

In service of students' learning, the monies for this program are interwoven into the fee structure of the MDiv degree program. An Immersion Experience surcharge of \$75 per credit hour provides a way for students to accumulate the funds needed for the Immersion Trip. The transcultural fee is automatically built into MDiv courses taken at United. Additional funds might be raised from a student's congregation or in other ways, should the student choose a trip that exceeds the planned amount.

Any shared/transfer credit from other institutions will be entered on to the student record as Advanced Standing. Each credit hour of Advanced Standing will be charged a \$75 transcultural fee that goes towards the Immersion Experience trip.

These surcharge funds are non-refundable, except for students officially transferring to another institution or withdrawing from the institution. In such cases, authorization will be needed from the Academic Dean. In addition, a 5% administrative fee will be assessed that will reduce the amount refunded.

## **MDiv Academic Requirements (72 cr. hrs.)**

### **MDIV CORE REQUIREMENTS (51 CR. HRS.)**

#### **Biblical Studies (12 cr. hrs.)**

- OT500 Introduction to the Old Testament (3)
- NT500 Introduction to the New Testament (3)
- Any 600 Level OT Course (3)
- Any 600 Level BI/NT Course (3)

#### **Church History and Theology (12 cr. hrs.)**

- CH501 Introduction to Church History I (3)
- CH502 Introduction to Church History II (3)
- TH502 Introduction to Theology (3)
- Any 600 Level CH/TH Course (3)

#### **Practical Theology (12 cr. hrs.)**

- ER503 Church Renewal for Mission (3)
- Any 500 Level Preaching Course (3)
- PC507 Pastoral Care Giving (3)
- Any 600 Level Practical Theology Course (ER, LD, PC, PW) (3)

#### **Contextual Ministries (12 cr. hrs.)**

- CM501 Field Education Unit 1 (0)
- CM510 Contextual Ministry 1 (3)
- CM511 Contextual Ministry 2 (3)
- CM601 Field Education Unit 2 (0)
- CM610 Contextual Ministry 3 (3)
- CM611 Contextual Ministry 4 (3)

#### **Cross-Cultural Immersion (3 cr. hrs.)**

- CM620 Methods of Interreligious and Intercultural Encounter (3)
- CM621 Immersion Trip (0)

### **MDIV ELECTIVES (21 CR. HRS.)**

Students may use elective courses to fulfill concentration, track, and denominational requirements. United Methodists are required to have 6 credits in UM History, Doctrine, and Polity, as well as courses in Evangelism and Worship.



## **MDIV NON-CREDIT REQUIREMENTS**

- SS500 Online Master Student Orientation (0)
- SS601 MDiv Mid-Program Review (0)
- SS701 MDiv Final Program Review (0)

## **Concentrations**

The MDiv degree program graduates persons in the general practice of ministry.

The MDiv curriculum provides options for academic concentrations. These include Biblical Interpretation, Holy Spirit and Renewal, Church Planting, Ministry Leadership, Counseling and Pastoral Care, Preaching, and Wesleyan and Methodist Studies.

Students interested in a concentration are encouraged to discuss their interests and needs with their advisors and area faculty.

### **MDiv with Concentration in Biblical Interpretation**

Core Requirements plus four courses (12 credit hours) from the following:

- BI501 Low-Impact Hebrew and Greek
- BI611 Biblical Interpretation; or CH/BI630 History of Biblical Interpretation
- Any two (6 cr. hrs.) of the following
  - Any 600 Level NT Course not taken to fulfill core requirement
  - Any 600 Level OT Course not taken to fulfill core requirement
  - BI622 Wesleyan Biblical Interpretation

### **MDiv with Concentration in Chaplaincy and Pastoral Care**

Core Requirements plus four courses (12 credit hours) from the following:

- PC601 Pastoral Theology
- PC618 Counseling Skills for Care Giving
- Plus six credits from the following:
  - Any 600 Level Pastoral Care courses
  - PC699 Clinical Pastoral Education (6 cr. hrs.)

### **MDiv with Concentration in Ministry Leadership**

Core Requirements plus four courses (12 credit hours) from the following:

- Any LD500 level or LD600 level courses

### **MDiv Concentration in Nonprofit Administration**

United offers a concentration in Nonprofit Administration using courses delivered by Dakota Wesleyan University.

Core Requirements plus four courses (12 credit hours) from the following:

- NPA 630 or BUS 655: Applied Project or Project Management
- NPA 610: Financial Resource Development
- NPA 615: Financial Management
- NPA 620: Governance, Personnel and Volunteer Management
- NPA 650: Vision, Strategy, and Evaluation
- NPA 661: Communications and Community Outreach

### **MDiv with Concentration in Preaching**

Core Requirements plus four courses (12 credit hours) from the following:

- BI501 Low-Impact Hebrew and Greek
- BI611 Biblical Interpretation
- CH630 History of Biblical Interpretation
- PW501 Preparing to Preach; or PW502 Introduction to African American Preaching if not previously taken
- PW614 Preaching Across the Bible
- PW612 Advanced Preaching
- PW618 Prophetic Preaching
- PW621, PW622, or PW623 Preaching Seminar A, B, or C

### **MDiv with Concentration in Wesleyan and Methodist Studies**

Core Requirements plus four courses (12 credit hours) from the following:

- BI622 Wesleyan Biblical Interpretation
- CH603 John Wesley
- CH605 Pietism
- CH616 Holiness, Pentecostal, and Charismatic Renewal Movements
- CH679 The Evangelical United Brethren
- CH652 History of Methodism
- TH651 United Methodist Doctrine & Polity
- TH652 Global Methodist Theology and Polity
- TH638 Wesleyan Theology

## **MDiv Houses of Study Tracks**

### **MDiv with AME Zion Church Track**

Core Requirements plus the following three courses (9 credit hours):

- DN532 AME Zion Church Leadership, Administration, Polity and Practice (3)
- DN533 History of AME Zion Church (3)
- DN534 AME Zion Church Revitalization, Growth and Sustainability (3)

### **MDiv with Fresh Expressions Track**

Core Requirements plus at least three courses (9 credit hours) from the following:

- ER650 Fresh Expressions and Adventurer Ministry (3)
- ER651 Deep Roots, Wild Branches: The Blended Ecology of Church (3)
- ER652 Cultivating Contextual Intelligence (3)
- ER653 Fresh Expressions of Discipleship, Evangelism, and Preaching (3)
- ER654 Incarnational Church Planting (3)
- ER655 Ministry in a Digital Age (3)

### **MDiv with Full Gospel Baptist Fellowship Track**

Core Requirements plus the following three courses (9 credit hours):

- DN552 Full Gospel Distinctives (3)
- DN553 Full Gospel Worship & Liturgy (3)
- DN554 Handling SHIFTS in Church and Culture (3)

### **MDiv with Global Methodist Track**

Core Requirements plus the following three courses (9 credit hours):

- CH652 History of Methodism (3)
- DN542 Global Methodist Theology and Polity (3)
- PW504 Work of Worship (3)

The Global Methodist Church requires MDiv students seeking elders orders to take the following additional classes:

- TH603 Philosophical Foundations for a Christian Worldview (3)
- BI611 Biblical Interpretation or BI622 Wesleyan Biblical Interpretation (3)
- LD511 Leadership for Ministry (3)
- ER501 Foundations for Evangelism (3)

Two courses from the following:

- LD510 Church Stewardship and Finance (3)
- Any 600 level Preaching Course (3)
- BI501 Low Impact Hebrew/Greek (3)
- NT691 Greek 1 (3)
- NT692 Greek 2 (3)
- OT691 Hebrew 1 (3)
- OT692 Hebrew 2 (3)
- Any Pastoral Care elective (3)
- PC699 Clinical Pastoral Education (3)
- Any Theology Elective (3)
- DS628 Youth Ministry (3)

### **MDiv with Global Pentecostal Track**

Core Requirements plus at least three courses (9 credit hours) from the following:

- BI610 The Holy Spirit in Scripture (3)
- CH616 Holiness, Pentecostal, and Charismatic Renewal Movements (3)
- TH601 Doctrine of the Holy Spirit (3)
- ER618 Global Christianity and Renewal (3)

### **MDiv with Jabula Luminary Track (Forming)**

Core Requirements plus the following three courses (9 credit hours):

- LD616 Leading Change (3)
- LD660 Human Dignity and Human Justice (3)
- DS659 Kingdom Impacts Through Prayer (3)

## **Master of Arts in Christian Ministries (MACM)**

For those seeking to specialize in various areas of leadership related to the Christian community's public life and practice

### **Purpose**

The MACM program at United Theological Seminary is a professional degree in the practice of ministry. Students receive training in Bible, History and Theology, Practical Theology, and Spiritual Formation through contextual ministry with the ability to specialize in particular areas of ministry or theological study.

*Students should check with their own denominational judicatory regarding requirements for ordination. The seminary will assist each student in selecting courses to meet judicatory requirements.*

### **The MACM is designed for people who are:**

- Pursuing ordination in a denomination that does not require a Master of Divinity
- Preparing for the work of Deacon in The United Methodist Church
- Seeking to enhance a non-profit or professional career with theological studies
- Already serving the church as part of a leadership or ministry team
- Laypersons who seek to serve the church with specific competencies

### **The MACM is designed to enable students to:**

- Demonstrate understanding of the content, interpretation, and function of the Bible in the Christian community
- Demonstrate appropriation of the major historical themes and theological loci of the Christian heritage
- Demonstrate understanding of the Church and its mission in local and/or global contexts
- Demonstrate deepening Christian faith and spiritual development characterized by mature self-awareness and self-direction

## **Requirements**

The Master of Arts in Christian Ministries degree can be accomplished in one and half to two and half years following our plans for on campus and distance students.

### **To earn the MACM:**

1. Complete the entire degree program requirements listed for the MACM
2. Complete all course credits applied toward the MACM degree within ten years of the awarding of the degree, in keeping with the standards set forth by the Association of Theological Schools.
3. Participate in United's Contextual Ministry Program. Contextual Ministry consists of:
  - a. Attendance at one Contextual Ministry retreat in October. Those in Foreign Language Houses of Study must enroll in CM512.
  - b. Completion of two Contextual Ministry courses over one year
4. Completion of one unit of field education in a church or community site in your area.

## **Student Orientation**

Completion of the online orientation provides the best foundation for student success at United. The orientation fee is assessed upon registration for the online orientation course. ALL new MACM students are required to complete a United online orientation course:

- New students are required to register for the online orientation course and complete it before registering for a second term.
- Registration for a second term will be prevented until this course is completed.

## **Contextual Ministries**

The Contextual Ministries program requirements for the MACM degree include Contextual Ministry coursework and Field Education Placements. Contextual Ministries encourages students to develop stronger skills in:

- Spiritual disciplines for a life of holiness while developing professional competence
- Critical understanding(s) of church leadership and corresponding criteria for further development of leadership skills
- Well-bounded relationships for the support of self and ministry
- Discernment of gifts and call as means of professional thriving in ministry
- Identity development and self-understanding leading to a greater capacity to love
- Critical theological reflection that speaks to the church/world, yet weaves concrete experience of the Spirit
- Engagement of cross-cultural and interreligious understanding and communication

### **1. Contextual Ministry Courses**

All students in the MACM degree program are required to take the following Contextual Ministry courses.

- CM510 Contextual Ministry 1 (Includes On Campus Fall Retreat)
- CM511 Contextual Ministry 2

Students should take either Contextual Ministry 1 or 2 in their first term.

### **2. Field Education Placements**

MACM students must complete *one* unit of Field Education:

- CM501 Field Education Unit 1.

Field Education units must be completed while enrolled in a Contextual Ministry course. Placements that extend beyond the Contextual Ministry course, including summer internships, must be approved by the Director of Contextual Ministry.

For each unit, a student is required to complete a total of 200 hours at their approved site by working no fewer than 10 hours a week over the course of a least 12 weeks.

A placement is negotiated between the field education site, the mentor, and the student, with assistance and approval by the Director of Contextual Ministries. It is

the student's responsibility to discern her or his interests and the type of placement in which she or he desires to learn and serve.

A job listing is located on the HUB and contains both voluntary (non-paying) and compensated positions, some of which qualify for Federal Work Study funds. Each student works on-site at the Field Education site and meets with a mentor weekly.

## **MACM Academic Requirements (45 cr. hrs.)**

### **MACM CORE REQUIREMENTS (27 CR. HRS.)**

#### **Biblical Studies (6 cr. hrs.)**

- NT500 Introduction to the New Testament (3)
- OT500 Introduction to the Old Testament (3)

#### **Church History and Theology (9 cr. hrs.)**

- CH501 Introduction to Church History I (3)
- CH502 Introduction to Church History II (3)
- TH502 Introduction to Theology (3)

#### **Practical Theology (6 cr. hrs.)**

- Any 500 Level Introductory Worship Course; or Any 500 Level Introductory Preaching Course (3)
- ER503 Church Renewal for Mission (3)

#### **Contextual Ministry (6 cr. hrs.)**

- CM501 Field Education Unit 1 (0)
- CM510 Contextual Ministry 1 (3) (Includes Fall Retreat)
- CM511 Contextual Ministry 2 (3)

### **MACM ELECTIVES (18 CR. HRS.)**

Students may use elective courses to fulfill denominational requirements.

### **MACM NON-CREDIT REQUIREMENTS**

- SS500 Online Masters Student Orientation (0)
- SS603 MACM Mid-Program Review (0)
- SS703 MACM Final Program Review (0)

## **MACM Houses of Study Tracks**

### **MACM with AME Zion Church Track**

Core Requirements plus the following three courses (9 credit hours):

- DN532 AME Zion Church Leadership, Administration, Polity and Practice (3)
- DN533 History of AME Zion Church (3)
- DN534 AME Zion Church Revitalization, Growth and Sustainability (3)

### **MACM with Fresh Expressions Track**

Core Requirements plus at least three courses (9 credit hours) from the following:

- ER650 Fresh Expressions and Adventurer Ministry (3)
- ER651 Deep Roots, Wild Branches: The Blended Ecology of Church (3)
- ER652 Cultivating Contextual Intelligence (3)
- ER653 Fresh Expressions of Discipleship, Evangelism, and Preaching (3)
- ER654 Incarnational Church Planning (3)
- ER655 Ministry in a Digital Age (3)

### **MACM with Full Gospel Baptist Fellowship Track**

Core Requirements plus the following three courses (9 credit hours):

- DN552 Full Gospel Distinctives (3)
- DN553 Full Gospel Worship & Liturgy (3)
- DN554 Leading Through Change: Handling SHIFTS in Church and Culture (3)

### **MACM with Global Methodist Track**

Core Requirements plus the following three courses (9 credit hours):

- CH652 History of Methodism (3)
- DN542 Global Methodist Theology and Polity (3)
- PW504 Work of Worship (3)

The Global Methodist Church also requires MACM students seeking deacon's orders take the following:

- Any 500 Level Introductory Preaching Course (3)
- PC507 Introduction to Pastoral Care Giving (3)
- BI611 Biblical Interpretation or BI622 Wesleyan Biblical Interpretation (3)

### **MACM with Global Pentecostal Track**

Core Requirements plus three courses (9 credit hours) from the following:

- BI610 The Holy Spirit in Scripture (3)
- CH616 Holiness, Pentecostal, and Charismatic Renewal Movements (3)
- TH601 Doctrine of the Holy Spirit (3)
- ER618 Global Christianity and Renewal (3)

### **MACM with Jabula Luminary Track (Forming)**

Core Requirements plus the following three courses (9 credit hours):

- LD616 Leading Change (3)
- LD660 Human Dignity and Human Justice (3)
- DS659 Kingdom Impacts Through Prayer (3)

## **Master of Ministry (MMin)**

For those seeking general theological training for general ministry in the church.

### **Purpose**

The MMin program at United Theological Seminary is a professional degree in the practice of ministry. Students receive general theological training in the areas of Bible, History and Theology, Practical Theology, and Spiritual Formation through contextual ministry. The MMin does not provide the ability to specialize in a particular area of ministry or theological study. For those with a previous master's degree who are interested in pursuing advanced study in United's Doctor in Ministry program, the 36-credit hours MMin program can help augment a previous master's degree with theological coursework to prepare you for the educational rigor of the Doctor of Ministry program.

*Student should check with their own denominational judicatory regarding requirements for ordination. The seminary will assist each student in selecting courses to meet judicatory requirements.*

### **The MMin is designed for people who are:**

- Preparing for the work of Deacon in The United Methodist Church
- Pursuing ordination in a denomination that does not require an MDiv
- Seeking further theological and spiritual foundation for study in the Doctor of Ministry program

### **The MMin degree is designed enable students to:**

- Demonstrate understanding of the content, interpretation, and function of the Bible in the Christian community.
- Demonstrate appropriation of the major historical themes and theological loci of the Christian heritage.
- Demonstrate understanding of the Church and its mission in local and/or global contexts.
- Demonstrate deepening Christian faith and spiritual development characterized by mature self-awareness and self-direction.
- Demonstrate critical, theological reflection on ministerial practice.

## **Requirements**

The Master of Ministry degree can be accomplished in one to two years following our plans for on campus and distance students.

### **To earn the MMin:**

1. Complete the entire degree program requirements listed for the MMin
2. Complete all course credits applied toward the MMin degree within ten years of the awarding of the degree, in keeping with the standards set forth by the Association of Theological Schools.
3. Participate in United's Contextual Ministry Program. Contextual Ministry consists of:
  - a. Attendance at one Contextual Ministry retreat in October. Those in Foreign Language Houses of Study must enroll in CM512.



- b. Completion of two Contextual Ministry courses over one year
- c. Completion of one unit of field education in a church or community site in your area.

### **Student Orientation**

Completion of the online orientation provides the best foundation for student success at United. The orientation fee is assessed upon registration for the online orientation course. ALL new MMin students are required to complete a United online orientation course:

- New students are required to register for the online orientation course and complete it before registering for a second term.
- Registration for a second term will be prevented until this course is completed.

### **Contextual Ministries**

The Contextual Ministries program requirements for the MMin degree include Contextual Ministry coursework and Field Education Placements. Contextual Ministries encourages students to develop stronger skills in:

- Spiritual disciplines for a life of holiness amidst the development of professional competence
- Critical understanding(s) of church leadership and corresponding criteria for further development of leadership skills
- Well-bounded relationships for the support of self and ministry
- Discernment of gifts and call as means of professional thriving in ministry
- Identity development and self-understanding leading to a greater capacity to love
- Critical theological reflection that speaks to the church/world, yet weaves concrete experience of the Spirit
- Engagement of cross-cultural and interreligious understanding and communication

### **1. Contextual Ministry Courses**

All students in the MMin degree program are required to take the following Contextual Ministry courses.

- CM510 Contextual Ministry 1 (Includes On Campus Fall Retreat)
- CM511 Contextual Ministry 2

Students should take either Contextual Ministry 1 or 2 in their first term.

### **2. Field Education Placements**

MMin students must complete **one** unit of Field Education:

- CM501 Field Education Unit 1.

Field Education units must be completed while enrolled in a Contextual Ministry course. Placements that extend beyond the Contextual Ministry course, including summer internships, must be approved by the Director of Contextual Ministry.

For each unit, a student is required to complete a total of 200 hours at their approved site by working no fewer than 10 hours a week over the course of a least 12 weeks.

A placement is negotiated between the field education site, the mentor, and the student, with assistance and approval by the Director of Contextual Ministries. It is the student's responsibility to discern her or his interests and the type of placement in which she or he desires to learn and serve.

A job listing is located on the HUB and contains both voluntary (non-paying) and compensated positions, some of which qualify for Federal Work Study funds. Each student works on-site at the Field Education site and meets with a mentor weekly.

## **MMin Academic Requirements (36 cr. hrs.)**

### **MMIN CORE REQUIREMENTS (27 CR. HRS.)**

#### **Biblical Studies (6 cr. hrs.)**

- NT500 Introduction to the New Testament (3)
- OT500 Introduction to the Old Testament (3)

#### **Church History and Theology (9 cr. hrs.)**

- CH501 Introduction to Church History I (3)
- CH502 Introduction to Church History II (3)
- TH502 Introduction to Theology (3)

#### **Practical Theology (6 cr. hrs.)**

- Any 500 Level Introductory Worship Course; or Any 500 Level Introductory Preaching Course (3)
- ER503 Church Renewal for Mission (3)

#### **Contextual Ministry (6 cr. hrs.)**

- CM501 Field Education Unit 1 (0)
- CM510 Contextual Ministry 1 (3) (Includes Fall Retreat)
- CM511 Contextual Ministry 2 (3)

### **MMIN ELECTIVES (9 CR. HRS.)**

Students may use elective courses to fulfill denominational requirements. TH510 Theological Research and Methodology is recommended for those preparing for the Doctor of Ministry.

### **MMIN NON-CREDIT REQUIREMENTS**

- SS500 Online Master Student Orientation (0)
- SS705 MMin Final Program Review (0)

## **Master of Theological Studies (MTS)**

For those pursuing the academic study of Christianity

### **Purpose**

The MTS program at United Theological Seminary is an academic degree in a focused area of either Bible or History and Theology. MTS students write a Thesis in their focus area. This program prepares students for further academic study or teaching ministry.

#### **The MTS is designed for people who are:**

- Preparing for further graduate study (e.g., PhD or ThD)
- Interested intellectually in Christianity
- Teachers and leaders in local churches
- Seeking to extend their theological education or concentrate in specific theological areas

#### **The MTS degree is designed to enable students to:**

- Demonstrate understanding of the content, interpretation, and function of the Bible in the Christian community.
- Demonstrate appropriation of the major historical themes and theological loci of the Christian heritage.
- Demonstrate the ability to formulate a coherent and organized thesis or project in a particular area of theological study.

### **Requirements**

The Master of Theological Studies degree can be accomplished in two to three years following our plans for on campus and distance students

#### **To earn the MTS:**

1. Complete the entire degree program requirements listed for the MTS.
  - Take TH510 Theological Research and Methodology in the second to last term. In this course, students will develop their thesis or project proposal as a final project in this class.
  - Take CQ650 MTS Thesis in the final term. Students must work with a faculty member in their focus area who will advise and grade their thesis.
2. Choose a Focus Area in either Bible or Church History and Theology.
3. Core Discipline Electives and Focus Area Electives must be chosen in consultation with the MTS faculty mentor.
4. Complete all course credits applied toward the MTS degree within ten years of the awarding of the degree, in keeping with the standards set forth by the Association of Theological Schools.

### **Student Orientation**

Completion of the online orientation provides the best foundation for student success at United. The orientation fee is assessed upon registration for the online orientation

course. ALL new MTS students are required to complete a United online orientation course:

- New students are required to register for the online orientation course and complete it before registering for a second term.
- Registration for a second term will be prevented until this course is completed.

## **MTS Academic Requirements (48 cr. hrs.)**

### **MTS CORE REQUIREMENTS (27 CR. HRS.)**

#### **Biblical Studies (9 cr. hrs.)**

- NT500 Introduction to the New Testament (3)
- OT500 Introduction to the Old Testament (3)
- Any 600 Level Bible Course (BI, NT, OT) (3)

#### **Church History and Theology (9 cr. hrs.)**

- CH501 Introduction to Church History I (3)
- CH502 Introduction to Church History II (3)
- TH502 Introduction to Theology (3)

#### **Research, Methodology, and Mission (6 cr. hrs.)**

- TH510 Theological Research and Methodology (3)
- ER503 Church Renewal for Mission (3)

#### **Thesis (3 cr. hrs.)**

- CQ650 MTS Thesis (3)

### **MTS ELECTIVES (21 CR. HRS.)**

A minimum of 15 hours must be related to the student's chosen focus area and all electives must be in the following areas: BI, NT, OT, CH, or TH. All electives must be chosen in consultation with the student's faculty advisor.

### **MTS NON-CREDIT REQUIREMENTS**

- SS500 Online Master Student Orientation (0)
- SS602 MTS Mid-Program Review (0)
- SS702 MTS Final Program Review (0)

## **MTS House of Study Track**

### **MTS with African Track**

There are no additional requirements for the African Track

## **Master of Arts (MA)**

For those who want to expand their theological knowledge through a self-designed degree plan for specialized studies.

### **Purpose**

The MA program at United Theological Seminary is an academic degree offering flexibility for study in all areas of theology and ministry. Students can create their own plan of study or use one created by United. Students write an integrative thesis at the end of their program.

*Through this degree, United Methodist pastors who also complete the Course of Study can fulfill the requirements of Advanced Course of Study while earning a master's degree. Students should check with their own denominational judicatory regarding requirements for ordination. The seminary will assist each student in selecting courses to meet judicatory requirements.*

### **The MA is designed for people who are:**

- Pursuing an advanced theological study in an area of Practical Theology
- Going deeper in a particular field of theology or ministry for a vocation that does not require an MDiv
- Growing in their faith and strengthening their theological foundation for lay ministry in the world
- Working toward elders ordination after completing Advanced Course of Study in The United Methodist Church

### **The MA is designed to enable students to:**

- Demonstrate general survey knowledge of various theological disciplines
- Demonstrate critical reflection on this theological knowledge
- Demonstrate the ability to pursue advanced study related to a particular vocational goal

## **Requirements**

The Master of Arts degree can be accomplished in one and a half to two years following our plans for on campus and distance students.

Students wishing to fulfill GBHEM's Advanced Course of Study can find the list of required courses in the Course Planning Guide for MA students.

### **To earn the MA:**

1. Complete the entire degree program requirements listed for the MA.
2. Complete all course credits applied toward the MA degree within ten years of the awarding of the degree, in keeping with the standards set forth by the Association of Theological Schools.
3. Take CQ640 MA Integrative Colloquy in the final term.

## **Student Orientation**

Completion of the online orientation provides the best foundation for student success at United. The orientation fee is assessed upon registration for the online orientation course. ALL new MA students are required to complete a United online orientation course:

- New students are required to register for the online orientation course and complete it before registering for a second term.
- Registration for a second term will be prevented until this course is completed.

## **MA Academic Requirements (36 cr. hrs.)**

### **MA CORE REQUIREMENT (3 cr. hrs.)**

- CQ640 MA Integrative Colloquy (3)

### **MA ELECTIVES (33 cr. hrs.)**

Create a flexible degree plan or use a recommended degree plan published in the Course Planning Guide.

### **MA NON-CREDIT REQUIREMENTS**

- SS500 Online Master Student Orientation (0)
- SS706 MA Final Program Review (0)

## **MA House of Study Track**

### **MA with African Track**

For Global Methodist students who have completed the CSL the following courses must be included in the MA to fulfill elders ordination requirements:

- Any 600 level Old Testament Course (3)
- Any 600 level New Testament Course (3)
- CH501 Introduction to Church History I (3)
- CH502 Introduction to Church History II (3)
- TH603 Philosophical Foundations for a Christian Worldview (3)
- CM511 Contextual Ministry 2 or Any Discipleship Course (3)
- BI611 Biblical Interpretation or BI622 Wesleyan Biblical Interpretation (3)
- LD511 Leadership for Ministry (3)
- TH601 Doctrine of Holy Spirit (3)
- Three courses from the following:
  - LD510 Church Stewardship and Finance (3)
  - Any 600 level Preaching Course (3)
  - BI501 Low Impact Hebrew/Greek (3)
  - NT691 Greek 1 (3)
  - NT692 Greek 2 (3)
  - OT691 Hebrew 1 (3)
  - OT692 Hebrew 2 (3)

- Any Pastoral Care elective (3)
- PC699 Clinical Pastoral Education (3)
- Any Theology Elective (3)
- DS628 Youth Ministry (3)

## **United Methodist Advanced Course of Study**

The MA is designed to enable United Methodist local pastors who meet United's admissions requirements to earn a degree and meet the educational requirements for Conference membership and Elders orders.

Upon approval by the Conference Board of Ordained Ministry, United Methodist local pastors who have completed the Basic Course of Study may meet the educational requirements for conference membership and Elder's orders by taking an additional 32 semester hours of graduate theological studies. Coursework must be planned in consultation with an advisor and be in conformity with the Guidelines for Advanced Course of Study (ACOS) published by the General Board of Higher Education and Ministry.

## **Dual Degree Programs**

### **Master of Divinity/Master of Theological Studies (MDiv/MTS)**

The MDiv/MTS dual degree program combines the 72-credit hour Master of Divinity and the 48-credit hour Master of Theological Studies degree programs. The MDiv/MTS dual degree program may be completed in 90 credits by utilizing shared credits between both programs without compromising the integrity of either program. Students are encouraged to make this determination as early as possible and to seek assistance from faculty, including their advisors, in this regard.

## **Academic Degree Requirements (90 cr. hrs.)**

### **MDIV/MTS CORE REQUIREMENTS (57 CR. HRS.)**

#### **Biblical Studies (12 cr. hrs.)**

- NT500 Introduction to the New Testament (3)
- OT500 Introduction to the Old Testament (3)
- Any 600 Level OT Course (3)
- Any 600 Level BI or NT Course (3)

#### **Church History and Theology (12 cr. hrs.)**

- CH501 Introduction to Church History I (3)
- CH502 Introduction to Church History II (3)
- TH502 Introduction to Theology (3)
- Any 600 Level CH/TH Course (3)

#### **Practical Theology (12 cr. hrs.)**

- ER503 Church Renewal for Mission (3)
- Any 500 Level Preaching Course (3)
- PC507 Pastoral Care Giving (3)
- Any 600 Level Practical Theology Course (ER, LD, PC, PW) (3)

#### **Contextual Ministry (12 cr. hrs.)**

- CM501 Field Education Unit 1 (0)
- CM510 Contextual Ministry 1 (3)
- CM511 Contextual Ministry 2 (3)
- CM601 Field Education Unit 2 (0)
- CM610 Contextual Ministry 3 (3)
- CM611 Contextual Ministry 4 (3)

#### **Cross-Cultural Immersion (3 cr. hrs.)**

- CM620 Methods of Interreligious and Intercultural Encounter (3)
- CM621 Immersion Trip (0)

#### **Research and Methodology (3 cr. hrs.)**

- TH510 Theological Research and Methodology (3)



### **MTS Thesis or Project (3 cr. hrs.)**

- CQ650 MTS Thesis (3)

### **MDIV/MTS ELECTIVES (33 CR. HRS.)**

#### **MTS Electives (21 cr. hrs.)**

A minimum of 15 hours must be related to the student's chosen focus area and all electives must be in the following areas: BI, NT, OT, CH, or TH. All electives must be chosen in consultation with the student's faculty advisor.

#### **MDiv Electives (12 cr. hrs.)**

Students may use elective courses to fulfill concentration, track, and denominational requirements. United Methodists are required to have 6 credits in UM History, Doctrine, and Polity, as well as 6 credits in Evangelism and Worship

#### **MDIV/MTS NON-CREDIT REQUIREMENTS**

- SS500 Online Master Student Orientation (0)
- SS602 MTS Mid-Program Review (0)
- SS702 MTS Final Program Review (0)

### **Master of Divinity/Master of Business Administration (MDiv/MBA)**

In accordance with its transfer of credits policy, United will accept 15 credits from Dakota Wesleyan University into the Master of Divinity program. The Master of Divinity degree will be conferred by United, and the Master of Business Administration will be conferred by Dakota Wesleyan University.

### **Area and Degree Requirements (90 cr. hrs.)**

#### **Taken Through United (60 cr. hrs.)**

#### **MDIV CORE REQUIREMENTS (51 CR. HRS.)**

##### **Biblical Studies (12 cr. hrs.)**

- NT500 Introduction to the New Testament (3)
- OT500 Introduction to the Old Testament (3)
- Any 600 Level OT Course (3)
- Any 600 Level BI or NT Course (3)

##### **Church History and Theology (12 cr. hrs.)**

- CH501 Introduction to Church History I (3)
- CH502 Introduction to Church History II (3)
- TH502 Introduction to Theology (3)
- Any 600 Level CH/TH Course (3)

##### **Practical Theology (12 cr. hrs.)**

- ER503 Church Renewal for Mission (3)
- Any 500 Level Preaching Course (3)

- PC507 Pastoral Care Giving (3)
- Any 600 Level Practical Theology Course (ER, LD, PC, PW) (3)

### **Contextual Ministries (12 cr. hrs.)**

- CM501 Field Education Unit 1 (0)
- CM510 Contextual Ministry 1 (3)
- CM511 Contextual Ministry 2 (3)
- CM601 Field Education Unit 2 (0)
- CM610 Contextual Ministry 3 (3)
- CM611 Contextual Ministry 4 (3)

### **Cross-Cultural Immersion (3 cr. hrs.)**

- CM620 Methods of Interreligious and Intercultural Encounter (3)
- CM621 Immersion Trip (0)

### **M DIV ELECTIVES (9 CR. HRS.)**

Students may use elective courses to fulfill denominational requirements. United Methodists are required to have 6 credits in UM History, Doctrine, and Polity.

### **M DIV NON-CREDIT REQUIREMENTS**

- SS500 Online Master Student Orientation (0)
- SS601 MDiv Mid-Program Review (0)
- SS701 MDiv Final Program Review (0)

### **Taken Through Dakota Wesleyan University (30 cr. hrs.)**

#### **MBA CORE CURRICULUM (30 CR. HRS.)**

Students must fulfill 30 hours in Dakota Wesleyan University's MBA core curriculum. After 15 hours at Dakota Wesleyan University, students will receive their MDiv degree from United Theological Seminary.

## **Masters Course Modalities**

United offers courses in five modalities: Dayton, Virtual, Online, Hybrid, and Intensive. For course dates, see the Academic Calendar in the Course Planning Guide.

**Dayton** courses meet synchronously on campus during the traditional fourteen-week terms in the fall and spring. Unless otherwise stated, Dayton courses meet on campus weekly for three hours.

**Virtual** courses meet synchronously during the fall and spring terms. Virtual courses allow distance students to join on campus classes via video conference. This technology has become increasingly reliable and stable; however, Virtual students will need a stable internet connection and webcam to access these classes.

**Online** courses meet during the traditional fourteen-week terms in the fall, spring and summer. Coursework is usually divided into weekly modules. Students can engage in weekly discussions, assignments, and other forms of course work at any time of the day or night but should complete assignments by the date they are due.

Online Learning has been developed as a learning modality that enhances the student's ability to learn from a distance (the teacher and students in different locations) with the same rigor and quality as learning within courses that are offered on campus. Learning via online modalities is not the same as learning in the classroom. The student will need to take responsibility for seeking answers and becoming a self-motivated learner. Online courses require good time management, planning, writing, and communication skills. All students will be required to complete the online orientation course to learn adequate technology skills, but students must be willing to learn technology quickly. There are helpdesk services available to students who need additional help at [onlinehelp@united.edu](mailto:onlinehelp@united.edu).

**Hybrid** courses require that more than 50% of course time is completed on campus. The rest of the coursework is completed in the online format. Master Hybrid courses begin with online learning, spend 2 ½ days in person during a gathering week, and then conclude with online learning. The Contextual Ministry Hybrids meet 2 ½ days on campus and then nine weeks online. Hybrid courses meet United Methodist residency requirements.

**Intensive** courses require prework online, 1 week of in person learning, and post work online. Intensive courses require students to come to a five-day gathering week.

Our broad selection of course modalities allow you to determine which modalities best meet your needs. Online, Virtual, Hybrid, and Intensive modalities allow students to learn from a distance without leaving their ministry context.

## Non Degree Programs

For those seeking an introduction to theological education or to enhance their ministry opportunities

### **Purpose**

United Theological Seminary provides a variety of non-degree programs to meet a range of needs for theological education.

Non-Credit courses taken for Continuing Education Units are not eligible for degree credit.

### **General Certificates**

General Certificates provide broad professional theological training at the certificate level. The Certificate in Service and Leadership (CSL) and Certificate in Theology and Ministry (CTM) are available in English and Spanish. The Certificate in Service and Leadership is available in Korean.

### **Certificate in Service and Leadership (CSL)**

United Theological Seminary's CSL equips students for serving in a variety of ministries in a church.

The CSL is designed for:

- Laity seeking a basic theological foundation for ministry as a deacon or church servant leader
- Those beginning their theological education journey
- Those with or without a bachelor's or master's degree or previous college credit

The non-credit program consists of 10 online courses offered over a two-year period. The fully online format fits your busy schedule and allows you to complete your coursework from wherever you live. The CSL is available to domestic and international students. The CSL is the non-degree course of study for deacon orders in the Global Methodist Church.

#### **The CSL is designed to enable students to:**

- Demonstrate basic understanding of the content, interpretation, and function of the Bible in the Christian community.
- Demonstrate basic understanding of Christian history and theology.
- Demonstrate basic skills and perspectives necessary for leadership in the practice of ministry and the formation of disciples.

## **Requirements (10 courses)**

### **Bible (2 courses)**

- BI105 Old Testament Survey (NC)
- BI106 New Testament Survey (NC)

### **History and Theology (1 course)**

- HT101 Christian Doctrine (NC)

### **Practical Theology (2 courses)**

- PT106 Worship Foundations (NC)
- P202 Church Renewal and Mission (NC)

### **Other Courses (5 courses)**

- Elective (NC)
- Elective (NC)
- Elective (NC)
- Elective (NC)
- Elective (NC)

### **Additional Requirements**

- SS100 Online Certificate Student Orientation (0)

Course completion credit is awarded for non-credit (NC) courses.

## **Certificate in Theology and Ministry (CTM)**

United Theological Seminary's CTM is for clergy and laity seeking a basic theological foundation for ministry as a pastor or church leader. The courses offer a robust foundation that equips students for teaching, preaching, and leading in a church. Taught fully online, the CTM offers courses in Bible, Theology, Church and Mission, and Ministry. The online format allows students to learn in depth from well-trained instructors, with a group of students who interact with each other online and allows for the flexibility of schedules and distance.

The non-credit program consists of 20 online courses offered over a three-year period. The duration of each course is fourteen weeks. Upon completion of the program, the student receives a Certificate in Theology and Ministry. The CTM is the non-degree course of study for elder's orders in the Global Methodist Church.

### **The CTM is designed to enable students to:**

- Demonstrate basic understanding of the content, interpretation, and function of the Bible in the Christian community.
- Demonstrate basic understanding of Christian history and theology.
- Demonstrate basic understanding of the Church and its mission in local and/or global contexts.

- Demonstrate basic skills and perspectives necessary for leadership in the practice of ministry and the formation of disciples.

## **Requirements (20 courses)**

### **Bible (4 courses)**

- BI105 Old Testament Survey (NC)
- BI106 New Testament Survey (NC)
- 200 Level Bible (BI) Course (NC)
- 200 Level Bible (BI) Course (NC)

### **History and Theology (5 courses)**

- HT101 Christian Doctrine (NC)
- HT102 Theological Heritage I: Early and Medieval Church (NC)
- HT103 Theological Heritage II: Reformation and Modern Church (NC)
- HT201 Apologetics (NC)
- 200 Level History and Theology (HT) Course (NC)

### **Practical Theology (5 courses)**

- PT106 Worship Foundations (NC)
- PT116 Christian Leadership, Finance and Administration (NC)
- PT117 Christian Discipleship (NC)
- PT201 Care and Counseling (NC)
- PT202 Church Renewal and Mission (NC)

### **Other Courses (6 courses)**

- Elective (NC)
- Elective (NC)
- Elective (NC)
- Elective (NC)
- Elective (NC)
- Elective (NC)

### **Additional Requirements**

- SS100 Online Certificate Student Orientation (NC)

Course completion credit is awarded for non-credit (NC) courses.

## General Certificate Houses of Study Tracks

### African Track

There are no additional requirements for the African Track. If you are a Global Methodist students seeking ordination, see the Global Methodist track below.

### Cromwell Track (Forming)

Core Requirements plus 2 courses from the following:

- DN256 Worldview and Kingdom Influence (NC)
- PT250 Evangelism and Acts (NC)

### Full Gospel Baptist Fellowship Track

Core Requirements plus 1-2 courses from the following:

- DN252 Full Gospel Distinctives (NC)
- DN253 Full Gospel Worship & Liturgy (NC)

### Global Methodist Track

Core Requirements plus 5 courses from the following for students seeking Deacons orders:

- BI107 Biblical Interpretation (NC)
- DN163 GMC Theology and Polity (NC)
- HT203 History of Methodism (NC)
- PT103 Introduction to Preaching (NC)
- PT201 Care and Counseling (NC)

Core Requirements plus 6 courses from the following for students seeking Elders orders:

- BI107 Biblical Interpretation (NC)
- DN163 GMC Theology and Polity (NC)
- HT203 History of Methodism (NC)
- PT103 Introduction to Preaching (NC)
- PT204 Ministry in the Holy Spirit (NC)
- Elective (Choose 1)
  - BI201 Low Impact Hebrew and Greek (NC)
  - PT203 Advanced Preaching (NC)
  - PT216 Worship Planning and Contextualization (NC)
  - PT217 Formation and Development of the Worship Leader (NC)

### Global Pentecostal Track

Core Requirements plus 1-2 courses from the following:

- HT216 Holiness, Pentecostal, and Charismatic Renewal Movements (NC)
- HT217 Renewal Theology (NC)

### Fresh Expressions Track (Forming)

Core Requirements plus 1-2 courses from the following:

- DN254 Fresh Expressions and Adventurer Ministry (NC)
- DN255 Deep Roots, Wild Branches: The Blended Ecology of the Church (NC)

### **Jabula Luminary Track (Forming)**

Core Requirements plus 1-2 courses from the following:

- PT208 Leading Change (NC)
- PT259 Kingdom Prayer (NC)

## **General Certificate Emphasis**

### **Emphasis in Worship Leadership**

Core Requirements plus 1-3 courses from the following:

- PT106 Worship Foundations (NC)
- PT216 Worship Planning and Contextualization (NC)
- PT217 Formation and Development of the Worship Leader (NC)

## **Bachelor's Degree/Dakota Wesleyan University**

United has a partnership with Dakota Wesleyan University to share/transfer of credits between United's Certificate of Theology and Ministry (CTM) Bachelor of Arts degree in Religious Studies at Dakota Wesleyan University (DWU) at Dakota Wesleyan University.

The student must complete the following requirements:

1. The 20 course Certificate of Theology and Ministry program (up to 60 credits)
2. An additional 30 credits as a part of DWU's General Education curriculum
3. An additional 36 credits at DWU to complete the 120-credit bachelor of arts degree in Religious Studies (see Appendix A)

For the work in the CTM, DWU will grant the student:

- Up to 60 credits of undergraduate credits (upon completion)

In addition, DWU may grant credit to the student for the following:

- Up to 18 life experience credits
- Transfer credits achieved at an accredited institute of higher education equivalent to DWU requirements.
- Up to 12 credits of UNI 325 (portfolio) credits
- Credit for Nonprofit Administration courses



## Specialized Certificates

### Certificate in Church Planting

The Certificate in Church Planting (CCP) is ideal for pastors, church leaders, and lay people involved in the leadership and ministry of a church plant. In two online courses, this non-degree certificate program will provide the foundations for successfully starting a church plant—from how to launch a church to how to build systems for growth and discipleship within a new church.

Participants complete the following courses, which may be taken for non-degree credit (Certificate of Completion) or graduate credit (3 credit hours each, no certificate awarded).

#### **Launching a New Church: Theory and Practice**

Provides an introduction and overview of the process of launching a new church, including Biblical and Theological rationale and practical application.

#### **New Church Development: Post Launch**

Explores the role of church planter post launch to create systems and structures to take people from being a visitor to a disciple. This will include strategies for integrating people in the life of the church plant.

### **Rooted: Certificate for Church-Planting Coaches and Mentors**

This non-degree certificate program offers training and certification for equipping church planters with the tools to dedicate themselves contextually in their mission fields. The program focuses on Hispanic/Latino church leaders who have an interest in receiving more training as coaches and mentors to be able to effectively invest in equipping leaders to plant new churches. We offer a one-year coaching certificate and a 6-month mentoring certificate.

### **Certificate in Online Teaching Strategies for Ministry Education**

The Certificate in Online Teaching Strategies for Ministry Education consists of one course that prepares theological instructors, future pastors, and church leaders to begin teaching in a virtual environment. This course will guide you through the development of a ready-to-use online course with semi-developed examples you can use as your own.

Upon completion of the professional certificate course, you will have the ability to confidently design, develop, and deliver online courses for virtual students of your choice through engaging content, interactive learning techniques, and provide an atmosphere that promotes a sense of community.

Through this 14-week course, which may be taken for non-degree credit (Certificate of Completion) or graduate credit (3 credit hours), those looking to develop online courses, online small groups, or online training of any kind, will be able to complete a portion of an online course, develop a syllabus, learn to use online activities, and how to create community all online.

The course instruction will:

- a. Introduce the online learning environment
- b. Teach online teaching theories and/or small group methods of learning
- c. Facilitate learning through online activities
- d. Create a sense of community with engaging discussion and social media
- e. Demonstrate Assessment, Evaluation and Maintenance

The course is offered online. For more information relating to the program and registration, see <http://united.edu/otlc/>.

## **Certificate in Worship Leadership**

The Certificate in Worship Leadership (CWL) at United is intended for the cultivation and formation of worship leaders and pastors in the church. In this certificate, students will examine principles of worship to learn how to design and preside over services of Christian worship, as well as what it truly means to be a Worship Leader. The certificate presents opportunities to explore biblical, theological, historical and practical foundations of worship while applying learnings in students' unique contexts. The CWL courses can be combined with the Certificate in Service and Leadership or the Certificate in Theology and Ministry

Certificate in Worship Leadership courses:

- PT106 Worship Foundations (NC)
- PT216 Worship Planning and Contextualization (NC)
- PT217 Formation and Development of the Worship Leader (NC)

## **Fire Academy**

The Fire Academy at United Theological Seminary offers year-round Spirit-filled teaching for lifelong learners, both clergy and laity. All three seminar courses a part of the Fire Academy and are available for Continuing Education Units.

### **Three Seminar Courses. One Mission: Inspire. Instruct. Impart.**

- Inspire: Inspiration from the Holy Spirit to grow, minister, and worship
- Instruct: Instruction in the scriptural and historic teaching of the person and work of the Holy Spirit
- Impart: Impartation of the anointing, gifts, and power of the Holy Spirit

## **The Holy Spirit Seminar**

The Holy Spirit Seminar is an annual gathering focused on the person and work of the Holy Spirit. With different themes each year, the one-day event features the best in pneumatological theory and practice from top Renewalist scholars and practitioners. The mission of the Holy Spirit Seminar is to allow the person and work of the Holy Spirit to inspire, to instruct and to impart the life of God to United Methodists and to the larger Body of Christ. Participants complete the following course, which may be taken for non-degree credit (Certificate of Completion) or graduate credit (3 credit hours each, no

certificate awarded). Continuing education and a certificate of completion are available upon request.

### **The X Seminar**

The X-Seminar is a one-day certification course in deliverance and exorcism from one of the leaders in the field. Learn how to discern if someone needs deliverance. Receive training and learn the best, time-tested methods of warfare and deliverance for various demonic situations. Learn the best strategies and wisdom for dealing with the devil. Be equipped to train X-teams in your own church or ministry setting. The X-Seminar provides sound theology and effective practices to equip X-ministers and to minister liberation and inner healing to those who are bound. Dr. Bellini combines the best resources of the Spirit, Scripture, theology, and the sciences to minister effective deliverance and healing. He brings nearly four decades of study, research, and experience. Participants complete the following courses, which may be taken for non-degree credit (Certificate of Completion) or graduate credit (3 credit hours each, no certificate awarded).

### **Radical Discipleship**

Radical Discipleship is an annual fully online course offered by United's Fire Academy. The course focuses on the nature and practice of discipleship in the Christian tradition. Instruction will draw from scripture, church history and theology. Themes include spiritual disciplines, cross-bearing, spiritual parenting, equipping, Christlikeness, the essential marks of discipleship, maturity, and others. Continuing education and a certificate of completion are available upon request.

### **Continuing Education (CEUs)**

United Theological Seminary offers Continuing Education Units (CEUs) based on the industry standard. A (CEU) is defined as 10 contact hours of participation in an organized continuing education experience offered under responsible sponsorship, capable direction, and qualified instruction.

# Houses of Study

## English Language Houses of Study

Houses of Study equip students for service in particular communities, movements and denominations where they serve. Within a House of Study, students receive support from a House of Study's director and fellowship among peers. Houses may offer tracks in general non-degree certificates, master's degrees, and groups in United's Doctor of Ministry program.

### African

The African House of Study at United Theological Seminary is designed to provide accredited theological training that engages and equips students to grow followers of Jesus for the impact of the world, and specifically the country of Africa, in the context where they serve.

### AME Zion

The AME Zion Church House of Study is a track designed to instruct, prepare, and empower clergy and lay leaders with 21st Century ministry resources taught from an African American Methodist (Wesleyan) historic Christian faith point of view. If you are searching for an experiential 21st Century educational model to prepare you for the "Next Normal", this is it!

### Cromwell House of Study

The Crowell House of Study is an intensive training school of the Holy Spirit, preparing students from around the world to fulfill their God-given purpose and become world changers. We equip students with a Biblical worldview through prayer, worship, the Word of God, and the presence and power of the Holy Spirit. Cromwell students also learn God's heart of compassion, living out their classroom instruction through practicum service hours with various nonprofit organizations in the greater Baltimore region.

### Fresh Expressions

The Fresh Expressions House of Study, is for visionary leaders who are called to cultivate transformational Christian communities. A fresh expression is a missional, contextual, formational and ecclesial form of church for our changing culture, established primarily for the benefit of those who are not yet part of any church. Thousands of fresh expressions are emerging across the globe. Inherited congregations involved in their cultivation are experiencing forms of revitalization, in what has been called a "blended ecology of church."

### Full Gospel Baptist Fellowship

The Full Gospel Baptist Church Fellowship, one of the fastest growing and most influential worldwide fellowships in the church, has established a House of Study to develop and equip charismatic intellectuals for 21st century ministry. Desiring to become the people that God desires for us to be for the next generations, we are building upon our rich history and perfecting the way we do ministry in a spirit of excellence. As Full Gospel Baptists, we believe in the proclamation of both the eternal

power of Calvary and the potential power of Pentecost; the baptizing Power of Jesus Christ for salvation because of Calvary; and the filling/controlling power of the Holy Ghost for service and Holy victorious living because of Pentecost.

### **Global Pentecostal**

As the Church moves into the 21st Century and beyond, Global Pentecostalism is increasingly on the rise. A well-rounded approach to graduate Pentecostal studies in Scripture, Theology, Church History, and various other disciplines is essential for the spiritual formation of emerging leaders. Students who enroll in this graduate level studies program will discover the richness of the Pentecostal heritage and its place in the larger Christian Tradition. They will be trained and equipped to come alongside those they serve as they lead them into the future. They will also be given the necessary resources and tools to wisely handle the Sacred Text in the presence and on behalf of the community they serve by the empowering presence of the Spirit.

### **Global Methodist**

The Global Methodist House of Study is designed to prepare women and men for Biblically grounded and Spirit-filled leadership for dynamic discipleship, effective pastoral ministry, and world-wide mission in a vibrant expression of the Wesleyan and Methodist heritage.

### **Forming Houses of Study:**

#### **Jabula Luminary House of Study**

The Jabula Luminary House of Study, in partnership with [Jabula Worldwide](#), is for luminaries to be trained and released to fulfill the call of evangelism to bring the Kingdom of God to earth by restoring and protecting the rights of all people.

## **Foreign Language Houses of Study**

### **Hispanic**

The Hispanic House of Study at United offers Spanish-language graduate degree programs in theology, such as the Master of Divinity, Master of Arts in Christian Ministries and Master of Ministry that will provide Spanish-speaking pastors and church leaders the opportunity to receive necessary education, professional training, and fulfillment of ordination requirements, within the context of their cultural community and native language.

### **Korean**

The Korean House of Study at United offers Korean-language graduate degree programs in theology such as the Doctor of Ministry, Master of Divinity, Master of Arts in Christian Ministries, and Master of Ministry that will provide Korean-speaking pastors and church leaders the opportunity to receive necessary education, professional training, and fulfillment of ordination requirements, within their cultural community and native language.

### **Contextual Ministry Requirements for Foreign Language Houses of Study**

For students in foreign language houses CM620 Methods of Interreligious and Intercultural Encounter and CM621 Immersion Trip are not required courses for the MDiv.

Contextual Ministries retreats for foreign language houses take place in summer. They are a 2.5 day spiritual retreat with peer group discussion, worship, and plenary sessions. Travel may be required for students to participate in-person with their assigned peer group (locations vary). *Travel and accommodation expenses are the student's responsibility.*

## **Bishop Bruce Ough Innovation Center**

The Innovation Center is a new startup of United Theological Seminary. It's designed to bring together collaborative, innovative dreaming and sharing among churches, leaders and pastors everywhere in order to equip and energize the Church for our shared Kingdom work on behalf of the message and mission of Christ. Founded upon an ongoing Breakthrough Prayer Initiative movement asking God for new possibilities and bold courage, the Innovation Center provides:

- prayer resources
- short "how to" practical courses, led by innovative leaders who are themselves in the trenches of church leadership
- online classes for laity taught by United's faculty
- "Leading Voices" webinars
- the "Floodgates Collective" for congregations seeking renewal and preparation to step into a new fresh season, fueled by churchwide breakthrough prayer
- plus much more.

# Admissions

## Introduction

United Theological Seminary seeks students who wish to deepen their personal and communal faith in Jesus Christ, experience and reflect on relevant issues facing today's Church, and develop competency in the practice of ministry.

Although each degree program is designed with unique objectives in mind, all degree programs prepare graduates for effective leadership in the Church and society.

Prospective students are asked to submit an application with the necessary supporting documentation that attests to an adequate academic record, an obvious awareness of God's call in their lives and the affirming witness of the gathered community.

## Campus Visits

United invites prospective students to schedule campus visits, preferably when classes are in session.

Visiting on a Tuesday during the fall, spring, or summer term enables participation in community worship. Prospective students may attend a class of interest, meet current students and faculty, tour the campus, and meet with admissions staff.

In addition, United often sponsors special ministry events to assist prospective students in discerning their call into ministry. United offers an Explore United Open House in the Fall and Spring term for Doctoral programs and Summer, Fall, and Spring for Masters programs. There are also Virtual Open Houses for the Masters and Doctoral programs. Participation in these activities offers prospective students another means to learn about theological education at United.

Persons planning to visit the campus on specifically designated dates or at other times should contact the Admissions Office two weeks in advance.

## Application Information

Prospective students seeking admission to any of United Theological Seminary's degree programs may apply using our applicant portal located on our website at [www.united.edu](http://www.united.edu). There is no application fee to start the application. Choose "How to Apply" from the main menu to learn more about the application process, and then click the "Apply" button on the How to Apply web page, and select a program to start your application.

Applications are evaluated for admission when all required documentation are received. The Office of Admissions responds to each applicant by email or phone regarding their admittance or denial of admittance.

Qualifying applicants are asked to indicate their response to the offer of admission by submitting their Letter of Intent within the applicant portal.

All application materials become the property of the seminary and cannot be returned. The seminary reserves the right to refuse admission to any student.



## Doctor of Theology Degree Admissions

### Standards for Admission

The Doctor of Theology is an advanced research degree program that requires a Master of Divinity degree or a qualifying theological masters degree of at least 48 credits with a minimum cumulative GPA of 3.5 from a regionally accredited institution.

### Application Process

To be considered for admission, prospective students must complete the following tasks on or before the appropriate deadline:

- **Application:** Provide a completed application including a statement of purpose and writing sample.
- **Transcripts:** Request official transcripts from every college, university or graduate school you have attended. Transcripts should be sent directly to the Admissions Office at United Theological Seminary. If transcripts are sent to you, please submit an official unopened copy to the Admissions Office. If a degree is conferred from an institution outside the U.S. that is not recognized by a U.S. accrediting body, United requires a transcript evaluation through an approved third-party agency (e.g. World Education Services). Transcripts must show evidence of a cumulative grade point average of 3.5 (based on 4.0 GPA scale) or its equivalent.
- **Two Letters of Academic Recommendation:** Submit a request through the applicant portal for two letters of recommendation from someone qualified to comment upon the candidate's ability to pursue advanced academic research.
- **One Letter of Ministry Recommendation:** Submit a request through the applicant portal for one letter of recommendation from someone qualified to comment upon the candidate's commitment to ministry.
- **GRE:** The Graduate Record Examination (GRE) is highly recommended, but not required.
- **Background Checks:** United Theological Seminary requires criminal background checks through Verified Credentials on all degree-seeking applicants.

Application materials are valid for one year from the time of submittal. After that period, a new application will be required to be considered for admission.

**Applicants must:** Have a high school diploma; and/or have the recognized equivalent of a high school diploma; and/or be beyond the age compulsory school attendance in the state of Ohio

### Application Timeline

Full applications for admission, along with all supporting documents, must be received by March 1, 2026.

## Doctor of Ministry Degree Admissions

### Standards for Admission

The Doctor of Ministry is an advanced professional degree program that requires a Master of Divinity degree or a qualifying theological masters degree with a minimum cumulative GPA of 3.0 from a regionally accredited institution with significant ministry experience.

### Application Process

To be considered for admission, prospective students must complete the following tasks on or before the appropriate timeline date:

- **Application** Provide a completed application including a spiritual autobiography essay and description of current ministry context essay.
- **Transcripts:** Request official transcripts from every college, university or graduate school you have attended. Transcripts should be sent directly to the Admissions Office at United Theological Seminary. If transcripts are sent to you, please submit an official unopened copy to the Admissions Office. If a degree is conferred from an institution outside the U.S. that is not recognized by a U.S. accrediting body, United requires a transcript evaluation through an approved third-party agency (e.g. World Education Services). In exceptional cases, the Academic Dean's office may waive the requirement for third party review of an international transcript. Transcripts must show evidence of a cumulative grade point average of 3.0 (based on 4.0 GPA scale) or its equivalent.
- **Letters of Recommendation:** Submit a request through the applicant portal for two letters of recommendation from an individual who knows the applicant's work and can provide assurance of support for applicant's program involvement.
- **Background Checks:** United Theological Seminary requires criminal background checks through Verified Credentials on all degree-seeking applicants.
- Application materials are valid for one year from the time of submittal. After that period, a new application will be required to be considered for admission.
- Due to the structure of United's Doctor of Ministry program, no advance standing (transfer credit) can be granted upon entry into the program.

### Application Timeline

Full applications for admission, along with all supporting documents, must be received by the following dates:

- **August Intensive:** 3 weeks before August Intensive
- **January Intensive:** 3 weeks before January Intensive

## Master's Degree Admissions

### Standards for Admission

All students admitted to United are asked to provide evidence of a growing faith, potential for creative ministry in a professional capacity, personal maturity, and ability to relate well to others.

Applicants should have successfully completed an undergraduate degree or demonstrated educational equivalency by completing a minimum of 120 undergraduate credit hours from a regionally accredited institution. Each student must present transcripts with a minimum grade point average of 2.5 on a 4.0 scale. Applicants without an undergraduate degree may apply for the General Ministry Certificate program.

The Master of Theological Studies degree requires a completed undergraduate degree with a minimum GPA of 3.0 on a 4.0 scale from a regionally accredited institution.

### Application Process

To be considered for admission, prospective students must complete the following tasks on or before the appropriate deadline:

- **Application:** Provide a completed application including an essay that describes your sense of call and an essay that explains what will be the most significant issue for Christianity in the coming decade.
- **Transcripts:** Request official transcripts from every college, university or graduate school you have attended. Transcripts should be sent directly to the Admissions Office at United Theological Seminary. If transcripts are sent to you, please submit an official unopened copy to the Admissions Office. If a degree is conferred from an institution outside the U.S. that is not recognized by a U.S. accrediting body, United requires a transcript evaluation through an approved third-party agency (e.g. World Education Services). In exceptional cases, the Academic Dean's office may waive the requirement for third party review of an international transcript. Transcripts must show evidence of a cumulative grade point average of 2.5 (based on 4.0 GPA scale) or its equivalent, or a 3.0 or its equivalent for the MTS program.
- **Letters of Recommendation:** Submit a request through the applicant portal for three letters of recommendation from an individual who knows the applicant's work and can provide assurance of support for applicant's program involvement.
- **Background Checks:** United Theological Seminary requires criminal background checks through Verified Credentials on all degree-seeking applicants. There is a fee for background check paid to Verified and must be paid when submitting your information.
- Application materials are valid for one year from the time of submittal. After that period, a new application will be required to be considered for admission.

### Application Timeline for Masters Students

Applications and all supporting documents must be received 3 weeks before the beginning of the applicants intended term of enrollment:

- **Summer Deadline:** 3 weeks before Summer Term begins

- **Fall Deadline:** 3 weeks before Fall Term begins
- **Spring Deadline:** 3 weeks before Spring Term begins

## **Transfer of Credits**

Transfer of credit may be granted as either shared credit or transfer credit. Shared credit refers to credit applied from a conferred degree. Transfer credit refers to credit not applied to a conferred degree.

Shared or transfer credit may be granted from graduate schools recognized by the U.S. Department of Education or Council for Higher Education Accreditation and must correspond to elements of United's curriculum. United does not accept credit from non-accredited institutions or for experiential learning.

Transfer credit must have been completed within the previous ten-year period and with a grade of B or better.

Applicants seeking transfer of credit should submit their request in writing to the Admissions Department.

Once all official transcripts are received, the Admissions department will prepare a transcript evaluation, which must be approved by the Academic Dean's office. The student will be notified of the results of the transcript evaluation.

Master's degree students who enter United with shared or transfer credit must take at least the last third of the total hours at United and fulfill all the requirements for the degree.

## **Advanced Standing with Credit**

Advanced standing with credit cannot exceed 1/3 of the degree being sought. Advanced Standing with Credit is only available in United's professional degrees (MMin, MACM, and MDiv).

Students who have graduated from particular undergraduate programs that United has evaluated and determined to be of similar ethos and significant rigor.

After evaluation United has determined that students who have completed the following programs are eligible for Advanced Standing with Credit:

- Lindsey Wilson College: Christian Ministries Major
- University of Indianapolis: Religion Major
- Dakota Wesleyan: Christian Leadership Major
- Seminario Juan Wesley: Licenciatura Degree
- Vision International College Australia: Graduate Diploma of Christian Ministry and Theology

Students must have achieved the equivalent of a B grade or higher (not B-) in any undergraduate courses to be counted toward advanced standing with credit.

United Methodist local pastors enrolled in the Course of Study program may be granted up to twelve (12) credit hours for a completed Course of Study or three (3) credit hours for every five (5) Course of Study classes.

Students in the General Ministry Certificate Program may be granted three (3) credit hours for every two (2) CTM courses. For a maximum of 24 credits not to exceed 1/3 of the degree being sought.

In cases in which no formal agreement exists, the Academic Dean's office may grant advanced standing after reviewing the student's formal transcripts.

### **Advanced Standing without Credit**

Students who wish to substitute another course for an area requirement listed in the catalog shall submit a written rationale to the area faculty.

Upon receiving written permission from the area faculty, the student must also secure signatures from his or her advisor and the Academic Dean and submit the request and approvals to the Registrar. Email correspondence is acceptable if not able to conduct in person.

### **Non-Degree Graduate Status**

Non-Degree graduate status is available to qualified applicants who wish to take courses without designating a specific degree program. Applicants are required to complete the Non-Degree Graduate application, complete our background check, and provide proof of undergraduate transcripts. Non-Degree Graduate students may only take up to 9 hours with this status.

## **General Certificate Admissions**

### **Standards for Admission**

All students admitted to United are asked to provide evidence of a growing faith, potential for creative ministry in a professional capacity, personal maturity, and ability to relate well to others.

### **Application Process**

To be considered for admission, prospective students must complete the following tasks on or before the appropriate deadline:

- **Application:** Provide a completed application by simply listing your education if any and personal information.

### **Application Timeline for General Certificate Students**

Applications must be received 2 weeks before the beginning of the applicant's intended term of enrollment:

- **Summer Deadline:** 2 weeks before Summer Term begins
- **Fall Deadline:** 2 weeks before Fall Term begins
- **Spring Deadline:** 2 weeks before Spring Term begins

**Advanced Standing with Credit**

Certificate students with United Methodist Course of Study courses may be granted advanced standing for General Ministry Certificate courses on a two to one basis (two course of study courses for one certificate course).

## **F-1 and J-1 International Student Admissions Standards for Admission**

This school is authorized under Federal law to enroll nonimmigrant alien students. F-1 and J-1 international students should begin the admission process no less than one year prior to their expected arrival date at United. Applications for admission received after January 15 may not be considered for admission in that calendar year. Students for whom English is a second language are required to have proficiency in English.

### **Application Process**

To be considered for admission, prospective F-1 and J-1 international students must forward the following items to the Admissions Office on or before the appropriate deadline:

- **Application:** Submit a completed application for admission including all requested written essays.
- **Letters of Recommendations:** Submit a request through the applicant portal for three letters of recommendation from an individual who knows the applicant's work and can provide assurance of support for applicant's program involvement.
- **Transcripts:** Official transcripts from all colleges and universities attended are required. If a degree is conferred from an institution outside the U.S. that is not recognized by a U.S. accrediting body, United requires a transcript evaluation through an approved third-party agency (e.g. World Education Services). In exceptional cases, the Academic Dean's office may waive the requirement for third party review of an international transcript.
- **Grade Point Average:** Evidence of a cumulative grade point average of 2.5 for Master's degree admission, except for the MTS, and 3.0 for Doctoral degree and MTS admission (based on 4.0 GPA scale) or its equivalent.
- **TOEFL Score:** Recent TOEFL score of 550 on paper-based tests, 213 for computer-based tests or 79 for internet-based tests for Masters degrees students and 570 for paper-based tests, 230 for computer-based tests or 88 for internet-based tests for Doctoral degree students. The score needs to be reported by the testing agency on an original document. Information on taking the TOEFL test is available on their website ([www.toefl.org](http://www.toefl.org)) or you may write to Educational Testing Service, PO Box 6151, Princeton, NJ 08541.
- **Citizenship:** Evidence of nationality and citizenship.
- **Financial Resources:** Evidence of adequate financial resources for school and living expenses including copies of bank statements and signed support letters from sponsoring organizations and individuals.
- Application materials are valid for one year from the time of submittal. After that period, a new application will be required to be considered for admission.

### **Application Timeline**

F-1 and J-1 international students can apply for spring and fall terms.

F-1 and J-1 international student must complete their application by the following deadlines:

- **Summer Term:** January 15

- **Fall term:** April 30
- **Spring term:** October 15

All application materials, including transcript evaluation from approved third-party agency (e.g. World Education Services) must be received by the following dates:

- **Summer Term:** January 15
- **Fall term:** April 30
- **Spring term:** October 15



# Financial Aid

A financial aid package may include eligibility for Scholarships, Federal Work-Study, and Loans

## Introduction

The Financial Aid Department works with students to determine and access resources available to support their theological education. Finances are handled with a view toward fiscal responsibility, integrity, accountability, and thoughtful planning. Financial assistance is available through both the seminary and outside sources. United attempts to present a comprehensive financial aid package which may include eligibility for scholarships, federal work-study, and loans. For a complete listing of financial aid principles and procedures, contact the Financial Aid Department, [studentaid@united.edu](mailto:studentaid@united.edu).

## Eligibility

Federal financial aid includes federal work study and federal loans. A student must be enrolled in a degree granting program to participate in the federal work study and federal loan programs. In addition, Master students must be enrolled for a minimum of 6 credits each term, to be eligible for federal loans.

United offers scholarships to students who are enrolled in Masters or Doctoral degree programs. Scholarship applications are reviewed by a diverse Student Aid Committee made up of faculty and staff of United. Students must maintain a minimum G.P.A of 2.5, unless specified by the scholarship. Awards will be based on credit hours for the term, if a student drops or withdraws from a course, the scholarship will be adjusted accordingly.

Financial aid at United is based on demonstrated academic merit and financial need as determined by the school according to federal guidelines. Financial need is defined as the difference between cost of attendance and the student's total financial resources including expected family contribution (EFC), scholarships, grants, work-study.

## Application Process and Deadlines

Students must submit a Free Application for Federal Student Aid (FAFSA) each academic year to be eligible for scholarships, federal loans and federal work-study. The application can be completed online at [www.studentaid.gov](http://www.studentaid.gov). United Theological Seminary's school code is G03122.

United Financial Aid and Scholarship applications are available through the applicant portal for new students and in the Student Hub under Student Aid for continuing students. For further information contact the Scholarships Office, [scholarships@united.edu](mailto:scholarships@united.edu).

**Priority Deadlines for entering students:**

- Entering in Summer Term: April 1
- Entering in Fall Term: July 1
- Entering in Spring Term: December 1

**Deadline for continuing students:**

Federal Aid Request and forms must be submitted to Financial Aid by March 1 in order to receive financial aid for the coming year.

- Receipt of financial aid one year does not guarantee receipt of financial aid in subsequent years.
- Students can apply for scholarships on the Student Hub anytime during the year. Scholarships will be posted as they become available.

**Loans**

Financial aid in the form of federal loans requires that a student be accepted and enrolled in one of United's Masters or Doctoral degree programs. Enrollment must be at least six credit hours in each term. The student must:

- Be a U.S. citizen or permanent resident
- Complete all financial aid application requirements
- Maintain satisfactory academic progress as determined by academic course load and grades

The Federal Student Loan Program offers graduate students unsubsidized loans only. Unsubsidized loans do not require students to demonstrate need. Repayment for all loans begins six (6) months after the last date of enrollment or if the student drops below half-time. Students should contact the Financial Aid Office for further information.

A Master Promissory Note (MPN) and Entrance counseling must be completed when using federal loans. The MPN and entrance counseling can be completed online at [studentaid.gov](http://studentaid.gov).

Private credit based loans are available for students who have reached their aggregate loan limit, visit the United website to view our partner loan lenders.

**Denominational Assistance**

For many major denominations, including The United Methodist Church, there are grants, scholarships, and loan assistance. Students are encouraged to consult their denominational offices early in the year for policies, procedures, and the denomination's application process.

**Employment Opportunities**

Students wishing to work on campus or off campus who are eligible for need-based financial aid may be employed through the Federal Work-Study program. Generally, Master students are eligible to work up to 20 hours per week and Doctoral students are eligible to work up to 40 hours per week, however hours can change based on the

needs of the position and the annual budget. Some contextual education placements can be funded through the work-study program. Positions may not be political or faith based.

Caution must be exercised in accepting on-campus and off-campus employment that may place excessive time demands on full-time students.

## **Scholarships**

In addition to loans available through Financial Aid, United Theological Seminary provides opportunities for scholarships.

These scholarships are funded largely through endowed and the annual fund supported by United alumni/ae and friends. Available scholarship information can be found in the Student Hub under Student Aid tab. Questions can be sent to [studentaid@united.edu](mailto:studentaid@united.edu).

### **To be eligible for scholarships:**

- Students must be enrolled in one of United's Masters or Doctoral degree programs.
- Entering students must have at least a 2.5 cumulative GPA in their undergraduate degree and/or previous graduate studies.
- Continuing masters students must maintain a cumulative GPA of 2.5, unless specified by the scholarship. Continuing doctoral students must successfully complete each semester.
- Student must complete the current academic year FAFSA, [studentaid.gov](http://studentaid.gov)

Most scholarships give preference to students with outstanding academic records.

### **Application Process**

Prospective Students: Applications to apply for federal and institutional aid (i.e. scholarships) will be on the Applicant portal. Students will be sent an offer letter by email which will outline their awards for the year they are applying for. To ensure timely processing, prospective students are encouraged to apply for aid no later than 2 weeks prior to the start of their semester.

Continuing Students: Applications to apply for federal and institutional aid (i.e. scholarships) are on the Student HUB under the Student Aid tab. Students will be sent an offer letter to their United email address notifying them of their awards each academic year. To ensure timely processing of federal aid, continuing students are encouraged to complete their application at the beginning of the spring semester. Scholarships can be applied for on a continuous basis, students will be notified by email as new scholarships become available.

### **Awards**

Scholarship awards vary in amounts. Full financial packages may be a combination of scholarships, work-study opportunities, and federal loans. As funding allows most

scholarships will be renewed each year as long as the student continues to meet eligibility requirements.

Acceptance of any institutional awards (scholarships, tuition waivers, or tuition discounts) will cause federal student loans to be decreased by an amount equal to the scholarship award accepted. Whenever possible the federal student loan would be adjusted prior to the issuance of the financial aid offer letter. In cases where the student declines the institutional scholarship award the loan amount will be adjusted accordingly.

The reduction of the loan process is to ensure there is not an over-payment in excess of the cost of attendance; as well as assist with the reduction of loan debt upon graduating or leaving the seminary.

### **Student Financial Aid Refunds**

United Theological Seminary works hard to disperse financial aid refunds to students as soon as possible. Typically, students who are eligible for a refund can expect to receive it 4-6 weeks after the official drop date for a given term. Though students may expect a refund, they should make plans to begin the term without relying on the refund. Please note refunds are received after classes begin. Students will need to purchase textbooks or other classroom material prior to receiving a refund, to prevent from getting behind with coursework.

### **Federal Refund Policy – Withdraws**

Student aid is posted to the students account at the start of each period; however, aid is earned for the funds as the student completes the period. If a student withdraws during the payment period of enrollment, the amount of Title IV assistance earned up to that point is determined by a specific formula, called the "Return of Title IV Funds Policy" calculation. The policy states if a student withdraws, ceases to attend classes, or is dismissed from all classes, the Financial Aid Office is required by Federal regulations to recalculate Federal aid, with the exception of work-study earnings.

Unofficial Withdraw and Administrative Withdraw Due to regulations and the definition of what defines an "F" failing grade, the US Department of Education has required Institutions of Higher Education to adopt a grade that reflects such issues as a student who has begun a course of study but never completed the course during the registered term (i.e., they stop attending, turning in work, or discontinue any educationally related activity/contact with the course/instructor. United has adopted a "UW (Unofficial Withdraw) as this grade.

If a student does not complete the term they cannot arbitrarily be assigned an "F" grade. They must be given a "UW" on all official grading platforms. If a student has been inactive for two consecutive terms, their student status will change from "Current" to "Administrative Withdraw." If a student has been Administratively Withdrawn, and wishes to resume coursework at United, they should contact the Admissions Office. United does not track attendance.

If a student begins the official withdrawal process or provides official notification to the school of his or her intent to withdraw, the date of the seminary's determination that the student withdrew would be the date the student began the official withdrawal process or the date of the student's notification, whichever is later. If a student did not begin the official withdrawal process or provide notification of his or her intent to withdraw, the date of the institution's determination that the student withdrew would be the date that the school becomes aware that the student ceased attendance.

The amount of assistance that is earned is determined on a pro rata basis. For example, if the student completed 30% of their payment period or period of enrollment, the student earns 30% of the assistance originally scheduled to receive. Once the student completes more than 60% of the payment period or period of enrollment, they earn all the assistance they were scheduled to receive for that period. For unofficial withdrawals aid is calculated at 50% of the student's payment period or period of enrollment.

If all the funds earned have not been received, a post-withdrawal disbursement may be due. If a student receives less assistance than the amount earned, those additional funds

may be available to be disbursed to the student. This process is called a post-withdrawal. Any Title IV funds that the student has earned but have not yet been disbursed to the students:

- Loans will be offered to the student within 30 days. The student has 14 days to respond to accept or decline the funds.
- All post-withdrawal disbursements are applied to the student account first
- If the Return of Title IV (R2T4) calculation results in a credit balance on the student's account, it will be disbursed as soon as possible, no later than 14 days after the calculation of the R2T4.

If the R2T4 calculation results in an amount to be returned that exceeds the school's portion, the student must repay some funds. This could result in returning loan funds to the lender, and a balance due on your student account that must be paid in full prior to registering for a future course.

All Return to Title IV Funds will be processed as soon as possible but no later than 45 days after determining the student has been withdrawn.

**Funds will be returned in the following order:**

- Unsubsidized Direct Loan
- Direct PLUS Loan

It would be in the student's best interest to contact financial aid before dropping or withdrawing from a course to determine if you will owe a balance to the school.

**Student Refund Policy – Non-Title IV**

Credit on a student's account can be created by the student overpaying, the student dropping a course after it has been paid for, and from outside scholarships/conference matching.

The overpayment will show on the student's monthly statement received from the Student Billing Office.

The overpayment will remain on the student's account and will be applied to future terms, unless the student requests a refund. Once the student requests a refund, the refund is processed through our third-party processor, ECSI/RefundSelect. Refunds are either direct deposited or a check is mailed to the student. The choice is made by the student.

# Tuition and Fees

United strives to make theological education affordable.

## Introduction

United Theological Seminary strives to make theological education affordable through reasonable tuition costs and a financial aid and scholarship program. The Board of Trustees approves tuition rate changes on an annual basis. Current tuition and fees can be found below:

<b>THD TUITION &amp; FEES:</b>	
Tuition per credit hour	\$ 845
Late Registration fee per occurrence-Returning Students Only	\$ 500
Administrative fee for students not paying in full prior to start of semester	\$ 250
Intensive Fee	\$ 175
Technology fee per semester	\$ 215
Digital Library fee per semester	\$ 50
Student Council Activities fee per semester - Administered by Student Council (meals, events, etc.)	\$ 20
Alumni/ae fee per semester - Administered by Alumni/ae Executive Council	\$ 10
THD Graduation fee (at final examination)	\$ 800
<b>DMIN TUITION AND FEES:</b>	
DMin Tuition per term	\$ 5,400
Late Registration fee per occurrence-Returning Students Only	\$ 500
Administrative fee for students not paying in full prior to start of semester	\$ 250
Alumni/ae fee per semester - Administered by Alumni/ae Executive Council	\$ 15
Technology fee per semester	\$ 275
Digital Library fee per semester	\$ 65
Doctoral Intensive fee per intensive (January & August)	\$ 475
D. Min. Candidacy Review (Semester 4)	\$ 360
Additional Format Control Reviews	\$ 100
DMin Project Continuation per semester	\$ 3,200
DMin On Hold Fee	\$ 750
DMin Graduation fee (at final examination)	\$ 800
<b>MASTERS TUITION AND FEES:</b>	
All Masters tuition per credit hour	\$ 845
Student Council Activities fee per semester - Administered by Student Council (meals, events, etc.)	\$ 20
Alumni/ae fee per semester - Administered by Alumni/ae Executive Council	\$ 10
Technology fee per semester	\$ 215
Digital Library fee per semester	\$ 50
Formation Retreat fee	\$ 175
Master Intensive fee	\$ 140
Master Hybrid fee	\$ 175

Transcultural fee per credit hour surcharge (MDiv only) - Covers all trip expenses (travel meals, accommodations, faculty administrative)	\$ 75
Late Registration fee per occurrence-Returning Students Only	\$ 500
Administrative fee for students not paying in full prior to start of semester	\$ 250
Late Registration fee per occurrence-Returning Students-Language Houses of Study	\$ 50
Administrative fee for students not paying in full prior to start of semester-Language Houses of Study	\$ 50
Audit fees for current students per course	\$ 165
Audit fees for alumni/ae per course	\$ 250
Audit fees for special students per course	\$ 500
MDiv and Masters Graduation fee	\$ 100
<b>CTM/CSL TUITION:</b>	
Tuition (per course)	\$ 525
Late Registration fee per occurrence-Returning Students Only	\$ 50
Administrative fee for students not paying in full prior to start of semester	\$ 50

## Payment Policy for All Students

All tuition and fees must be paid prior to registration deadlines. Any outstanding charges from the previous term will delay course registration until such charges are met. Failure to pay tuition in a timely manner may result in loss of academic credit for that term.

All financial obligations to the school must be met in full prior to the date of commencement to receive a diploma. Students who do not meet these financial obligations may not participate in the graduation ceremony or receive a diploma or transcripts until all obligations to the school are fulfilled.

United permits payment by cash, check, Visa, MasterCard, Discover, or online at [www.united.edu](http://www.united.edu). All payments are to be made directly to the Business Office. Inquiries regarding payment and payment options should be directed to the Business Office.

## Veterans Administration Payment Policy

United Theological Seminary will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities, or the requirement that a Chapter 31 or Chapter 33 recipient borrows additional funds to cover the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment by the U.S. Department of Veterans Affairs.

## Deferred Payment Plans for Full-time Students

Full-time masters and doctoral students may arrange to pay tuition and fees for all terms on a deferred basis.

Students may pay their tuition for a term in four monthly installments. The first payment is due at the time of enrollment. Subsequent payments will be automatically charged to



the student's debit/credit card. The student will sign a Promissory Note. See the Business Office for details.

Charges incurred during the term are due in full upon receipt of written notice from the Business Office and are payable in addition to any deferred payment obligations.

### **Delinquent Accounts**

Students whose financial obligations are not paid in full are not eligible to register for the next term or to receive transcripts, grades, enrollment verification, or degrees. Financial obligations include tuition, fees, housing, library fines, and all other items billed by the seminary.

Students who have been submitted to United's collection agency must complete the following prior to re-enrollment and registration:

- Settle past due balance with collection agency
- Pay United \$1000 re-enrollment fee
- For the next two (2) terms, the student is not eligible to use the deferred payment plan described above

### **Billing Disputes Procedure**

Students whose financial obligations are not paid in full are not eligible to register for the next term or to receive transcripts, grades, enrollment verification or degrees. Failure to pay tuition in a timely manner may result in loss of academic credit for that term.

Students anticipating graduation must pay in full all financial obligations to the school at least 14 days prior to the date of commencement. Students who do not meet these financial obligations may not participate in the graduation ceremony and will not receive a diploma until all obligations to the school are fulfilled.

### **Student Billing Complaint/Appeal Process**

- Contact student billing with all billing issues and inquiries
- Student billing has 48 hours to research and resolve the billing issue. If the issue is resolved and both parties are satisfied with the outcome the complaint is closed. If the issue is not resolved or cannot be resolved by the student billing coordinator, then the student billing coordinator will start the appeal process.
- If the issue is not resolved or can't be resolved within the 48 hours then the student billing coordinator will start the appeal process by completing a special circumstance form. The student billing coordinator will list the issue/s and attach the appropriate documentation. The document is then forwarded to the following departments (Financial Aid and Registrar) for additional information that may assist with the review process. After each department has reviewed the document and attached information if applicable, then final review and approval is sent to the Academic Dean and the Vice President for Finance and Administration. If the student is in the DMIN program the final review and approval is sent to the Associate Dean of Doctoral Studies and the Vice President for Finance and Administration.

- Once the final approval has been determined, the document is signed by the approving parties (Academic Dean or Associate Dean of Doctoral Studies and the Vice President for Finance and Administration). The document is returned to student billing department. Student billing will notify the student by email of the final approval and the next steps.

# Academic Policies and Procedures

## Introduction

Upon acceptance, all students agree to abide by the school's policies and regulations. For more descriptive information about United's policies and regulations, consult the Student Handbook. The school reserves the right to change or revise the information in this catalog regarding tuition, fees, courses, and conditions for admission. Any changes will be communicated to students as promptly as possible.

## Inclusive Language

United Theological Seminary is committed to equality for women and men of every racial and ethnic background.

The seminary urges students, faculty, and staff to use language that exemplifies respect, dignity, and equality in conversations with seminary colleagues, in public discourse, in classroom discussions, and in writing. Guidelines are included in the Student Handbook.

## The Academic Integrity Policy

The purpose of this policy is to clarify and codify the rights and responsibilities inherent in the faculty-student relationship of this community. Academic integrity is integral to formation of Christian character in servant leadership for the church.

Academic integrity is characterized by mutual respect, honest inquiry, and honesty in the discovery and dissemination of knowledge, including academic instruction, evaluation, study, research, writing, preaching and all communications related to worship and learning in this community.

Dishonesty in academic work is a serious violation of scholarship and community, just as stealing another person's property is illegal and harmful to persons. Students are to accept, embrace, and live in harmony with the concept of academic integrity.

Academic integrity includes fair and impartial evaluations on the part of faculty and honest conduct on the part of the students. Consistent with Christian and academic standards, the following conducts are expected:

- Faculty and students are expected to attend classes when scheduled, keep scheduled appointments, make appropriate preparations for classes and other meetings, students should submit assignments when due and faculty should perform evaluations and grading in a timely manner.
- Faculty should use reasonable accuracy in describing course expectations and standards of evaluation, inclusive of the limits of permissible assistance and available to students during a course or academic evaluation.
- Academic evaluations should be based upon good-faith professional judgment in accordance with applicable standards.
- Cheating, fraud, and plagiarism are three types of academic dishonesty that are a violation of this policy inasmuch as the integrity of the academic process requires that credit be given where credit is due.

Cheating may include stealing another person's answers to items on an examination or breaking rules in order to gain an advantage, as well as providing assistance during an

academic evaluation. Cheating includes engaging in the intentional and unauthorized purchase, sale, or use of any materials intended to be used as an instrument of academic evaluation in advance of its administration and engaging in conduct that is so disruptive as to infringe upon the rights of faculty members or fellow students.

Fraud is also known in biblical language as “bearing false witness” and may include lying; giving false information in admission documents; altering records of grades and narrative evaluations; misrepresenting your status in relation to the Seminary in any setting of course work, contextual education, Clinical Pastoral Education, Intercultural trip, or other off-campus Seminary- related experience; acting as or utilizing a substitute for another person in any academic evaluation; and attempting to influence or change your academic evaluation or record for reasons other than achievement or merit.

Plagiarism is submitting the work, ideas, representations, or words of another and claiming it as your own, such as copying text from a book or journal, copying text posted on an internet site, or purchasing a paper from someone (a “paper mill”) or using content produced by artificial intelligence (AI) without crediting the source. Plagiarism can also be called “stealing,” as in the practice of claiming as your own the information or results of research projects that were actually conducted by someone else. Plagiarism is also knowingly permitting another to present your own work without customary and proper acknowledgement of the source.

Papers submitted to course sites will be evaluated through the software Turnitin which detects plagiarism including content developed through AI. Academic Integrity and Responsible Use of Artificial Intelligence (AI)

This policy aims to establish guidelines for the responsible use of Artificial Intelligence (AI) by students at United Theological Seminary (UTS) while upholding the principles of academic integrity. It applies to all students enrolled at UTS.

#### Definitions

- Artificial Intelligence (AI):
  - Refers to computer systems or programs that can perform tasks that typically require human intelligence, such as learning, reasoning, problem- solving, and decision-making.
- Academic Integrity:
  - Encompasses honesty and ethical behavior in all aspects of academic work, including but not limited to assignments, projects, research, exams, and presentations.

#### Responsible Use of AI

- Authorized Use:
  - Students may use AI tools and software in academic work only when explicitly authorized by instructors or United. Unauthorized use of AI is prohibited.
- Transparency:
  - When using AI in academic work, students must be transparent about its use, disclosing any AI-generated content or assistance in their submissions.
- Attribution:

- Students must provide proper attribution to AI-generated content or assistance when including it in their academic work, following the citation and referencing guidelines established by UTS (Turabian).
- Personal Identifiable Information:
  - United does not control the online AI tools, students are advised to avoid entering Personal Identifiable Information or otherwise sensitive data into any AI prompt.

Educational Purpose: AI tools should be used for educational purposes, such as enhancing learning, research, or problem-solving. Using AI to gain an unfair advantage or to engage in academic misconduct is strictly prohibited.

Understanding and Supervision: Students should have a reasonable understanding of how the AI tool they are using functions. Instructors may provide guidance and supervision to ensure students are using AI tools appropriately. Students must not use AI to generate plagiarized content or to submit the work of others as their own.

Collaboration: If collaboration is allowed, students must clearly indicate their contributions to group projects or assignments when AI is involved. Students must not represent the work generated solely by AI as their own.

Consequences of Academic Misconduct: Violations of academic integrity, including AI-related misconduct, will be subject to disciplinary action as outlined in the institution's academic integrity policy.

Failure to adhere to this policy may result in academic penalties, including but not limited to failing grades, suspension, or expulsion, as determined by the educational institution.

Educational institutions should have mechanisms (Turnitin) in place to investigate and address reported instances of AI-related academic misconduct.

This policy promotes responsible and ethical use of AI by students in academic settings while upholding the principles of academic integrity. Students are encouraged to use AI as a tool for learning and research, but they must do so in a manner consistent with the institution's policies and guidelines on academic integrity.

Violations of this policy may have serious consequences for students as explained in the Procedures below. Instructors are encouraged to post a reference to this policy, a statement of standards for assignments, and consequences for violation of the policy and course standards in their syllabi. Not doing so does not constitute exemption of anyone from adherence to this policy or the enactment of the procedures described below.

For additional information, students may find helpful the discussion of intellectual honesty in Nancy Jean Vyhmeister's reference manual, *Quality Research Papers: For Students of Religion and Theology*. Master's students are encouraged to purchase this reference manual when they enroll in classes at United. This and other style manuals are available in the United library and may be purchased from online booksellers.

## The Academic Integrity Procedures

One who is accused of violating the Academic Integrity Policy ("the policy") is entitled to due process that may include an investigation and review of the charges under the supervision of the Academic Dean. The following steps should be followed in reporting an incident of academic dishonesty.

- Report of an incident: Members of the faculty, instructors, Doctor of Ministry mentors, staff members, employees, members of the administration, and fellow learners at United may submit evidence of a violation of the policy directly to the course instructor or to the Academic Dean. If the incident is first reported to the Academic Dean rather than to the instructor or mentor, or to any other party, the instructor or mentor will be informed of the incident unless, at the discretion of the Academic Dean in consultation with the President, there is justification to do otherwise.
- Investigation: In most cases, the instructor will be charged with initiating the investigation. In some cases, the instructor may elect to refer the case directly to the Academic Dean or Dean's proxy for investigation. The instructor or Doctor of Ministry mentor will gather documentation of the incident and complete a Report of Academic Dishonesty.
- Document the Incident: Documentation may include the paper or examination in question, the signed statement of another party who witnessed the incident, a copy of the original text or material in question that was found in a book, journal, internet site, tape, CD, DVD, floppy disc, or other medium, and any other evidence of the incident. The context of the incident may be any setting of teaching and learning, i.e., classroom, contextual education, transcultural trip, Contextual Ministry group, etc.
- Meet with the student: The investigator of the incident will meet with the student to determine the facts. An impartial observer should be present. Others who witnessed (first-hand) the incident should be present. The signatures of all persons present should be obtained on the Report of Academic Dishonesty. The student's signature indicates informed consent to the procedure.
- Notification of Resolution: If the instructor or mentor finds evidence of violation of the policy, the instructor or mentor may respond in several ways: give a failing grade for the course; offer the opportunity to revise the assignment; or recommend additional intervention by the Academic Dean.

The instructor will indicate the recommendation of resolution on the Report of Academic Dishonesty and forward that form and copies of all documentation to the Academic Dean.

The student will receive a copy of the Report of Academic Dishonesty by postal mail or document delivery service, with a tracking number and delivery confirmation receipt attached.

- No violation has occurred: If the initial investigation determines that violation of the policy did not occur, no additional action will be taken.
- Administrative Intervention: If additional intervention of the Academic Dean is required, the Dean may resolve the case in one of several ways: place the

student on academic probation for one year; suspend the student from enrollment with the requirement of remedial education in academic processes of research and writing, with re-admission on probation after one year, according to the Seminary's policy and procedures stated elsewhere; or immediate and permanent dismissal from the Seminary.

### **The Academic Integrity Appeal Process**

A student, who through due process described above, is found to have violated the Policy of Academic Integrity, may appeal outcome of the procedure by submitting a request to the Academic Dean. The process of appeal is outlined as follows:

1. **Number of Appeals:** One. A student is only eligible to appeal a first properly confirmed incident of having violated the Academic Integrity Policy. If the incident is not overturned as a result of the appeal, any subsequently confirmed (by due process) incident will be cause for immediate and permanent dismissal from United Theological Seminary.
2. **Time Limit:** A student must initiate an appeal of the decision within fifteen working days (holidays and weekends excluded) of having received the resolution of the incident from the instructor, the Doctor of Ministry mentor, or the Academic Dean.

The beginning date of the time limit will be documented by the student's signature on postal or document delivery service receipt. A student's appeal will proceed on a date and time agreed upon by the student and the Academic Dean, in consultation with other designated participants.

A student's failure to keep the appointment of the appeal will serve as the student's acceptance of the terms of the resolution of the incident and no additional appeal may be filed.

3. **Who Should Attend the Appeal:** In most cases, the appeal hearing will be presided over by the Academic Dean. The hearing will be attended by the student, the Academic Dean, the person who initiated the investigation, and a member of the faculty of United Theological Seminary who is chosen by the student.

The student may invite to the hearing one support person. The support person chosen by the student may not be an attorney, a spouse, a parent, a sibling, or a child. In extraordinary circumstances, the student and other members of the session may attend the hearing virtually.

The Appeal Hearing Report will be signed by all who are present.

The assignment of expenses for the appeal will be made upon disposition of the hearing. If the charge of academic dishonesty is upheld in any way, the student will be responsible for the expenses. If the student's support person incurs expenses in the appeal process, the student will be responsible. If the finding of academic dishonesty is overturned on appeal, the Seminary will be responsible for the expense.

4. **Basis of Appeal:** A student must provide documentation in support of arguments

against the resolution of the incident.

5. **Duration of Appeal:** A student's appeal will be heard in one sitting. Deliberation and notification of the outcome will take place within fifteen days following the hearing, holidays and weekends excluded.
6. **Outcome of the Appeal:** The student will be informed in writing by the Academic Dean of the outcome of the appeal. The outcome of the appeal may take one of the following forms:
  - a. No action—the appeal is denied, and the instructor's or mentor's resolution of the case is affirmed.
  - b. The student receives a grade of NC (no credit) for the course and continues to be enrolled on academic probation for one year. If the student wants credit for the course, the course must be repeated at the student's expense.
  - c. The student is suspended from enrollment for one year and must complete one year of remedial study at the college level and at the student's expense, emphasizing research, writing, or other medium and context in which the violation occurred.
  - d. Upon application for re-admission, the student must provide documentation of having completed the remedial education (writing, public speaking, statistics, multimedia, HTML, XML, etc.).
  - e. The finding of having violated the Academic Integrity Policy is overturned and documentation is removed from the student's file.

The forms required for reporting Academic Dishonesty may be acquired from the Academic Dean's Office.

### **Academic Schedule**

The Doctor of Theology, Masters, and General Certificate school year consists of three terms— summer term (May-August), fall term (September–December), and spring term (January–May), The Doctor of Ministry school year consists of two terms-fall term, and spring term.

All Doctor of Theology, Masters, and General Certificate courses run for fourteen weeks.

Doctor of Theology and Masters intensives require pre-work, one week of in person classroom learning, and post work.

Masters intensives require pre-work, one week of in person classroom learning, and post work. Master Hybrid courses begin with online learning, spend 2 ½ days in person during a Gathering week, and then conclude with online learning. Students can take up to two Hybrid classes during a Gathering Week.

### **Make-up Days Due to Campus Closings**

If classes are cancelled due to inclement weather, power outages or other unforeseen circumstances, make-up days will be decided by the instructor in consultation with students.



## **Faculty Advisors**

Upon admission to United, each Masters student is assigned an advisor who assists with the development of an appropriate program of study.

Although every effort is made by the academic staff to assist students in planning to meet all requirements within their degree program, the student is fully responsible for meeting the requirements and deadlines specified in the degree program.

The catalog, Student Handbook, and official academic notices serve to inform students of academic requirements and policies.

## **Registration**

Registration for Summer term is the first Monday in March, Fall term is the first Monday in April, and Spring term is the first Monday in October. Dates for each term are announced via email and on the website. Beginning degree students work with the Assistant Dean of Student Success to register once they have returned their Letter of Intent to the Admissions Office following admission to a degree program.

To register for any term, the necessary financial arrangements must be made in advance. Previous account balances must be paid in full before registration will be permitted.

Registration is not complete until tuition is paid or until payment of the first installment for full-time students (those taking nine or more term hours of credit).

### **Full-time student status:**

THD students taking 6 credits per term are considered full-time.

DMin students taking at least 9 credits per term are considered full-time.

Master students taking at least 6 credits per term are considered full-time students.

### **Registration Deadlines**

Registration (tuition payment) deadlines for continuing ThD students:

- Summer Term: Two weeks prior to term start date
- Fall Term: Two weeks prior to term start date
- Spring Term: Two weeks prior to term start date

Registration (tuition payment) deadlines for continuing DMin students:

- Fall Term: Friday, one week prior to the August Intensive
- Spring Term: Friday, one week prior to the January Intensive

Registration (tuition payment) deadlines for continuing Masters students:

- Summer Term: Two weeks prior to term start date
- Fall Term: Two weeks prior to term start date
- Spring Term: Two weeks prior to term start date

Registration (tuition payment) deadlines for continuing Certificate students:

- Summer Term: Two weeks prior to term start date
- Fall Term: Two weeks prior to term start date
- Spring Term: Two weeks prior to term start date
- If you are registered after the above dates, a late fee will incur.

## **Change of Degree**

A student who wishes to change or add degree must submit a "Change of Degree" status request in order to be admitted into the new degree program. These forms are available on the Student Hub.

## **Withdrawal from Seminary**

Any student wishing to withdraw from seminary prior to the completion of a degree program must submit the "Intent to Withdraw" form. This form is available on the Student Hub.

Students are expected to consult with the advisors prior to formalizing this process. Additional interviews may include Contextual Education and Financial Aid.

## **Unofficial Withdraw and Administrative Withdraw**

Due to regulations and the definition of what defines an "F" failing grade, the US Department of Education has required Institutions of Higher Education to adopt a grade that reflects such issues as a student who has begun a course of study but never completed the course during the registered term (i.e., they stop attending, turning in work, or discontinue any educationally related activity/contact with the course/instructor. United has adopted a "UW (Unofficial Withdraw) as this grade. If a student does not complete the term they cannot arbitrarily be assigned an "F" grade. They must be given a "UW" on all official grading platforms.

If a student has been inactive for two consecutive terms, their student status will change from "Current" to "Administrative Withdraw." If a student has been Administratively Withdrawn, and wishes to resume coursework at United, they should contact the Admissions Office.

## **Name Corrections and Changes**

Students and graduates who wish to correct misspelled names or to change their names on official records are required to present sufficient identification (e.g., driver's license, marriage license, court order, or other official identification), along with a written request, to the Registrar's Office.

## **Cross-Registration**

United Theological Seminary enjoys a collaborative relationship with several theological schools and university departments of religion.

As a result, United students have the privilege of cross-registering for courses offered at the following schools:

**Bethany Theological Seminary Church of the Brethren:** [www.bethanyseminary.edu](http://www.bethanyseminary.edu)

**Dakota Wesleyan:** [www.dwu.edu/](http://www.dwu.edu/)

**Earlham School of Religion (Society of Friends):** [esr.earlham.edu](http://esr.earlham.edu)

**Evangelical Theological Seminary:** [www.evangelical.edu](http://www.evangelical.edu)

**Fuller Theological Seminary:** [www.fuller.edu](http://www.fuller.edu)

**Lindsey Wilson College, Columbia, Kentucky:** [www.lindsey.edu](http://www.lindsey.edu)

**Northeastern Seminary, Rochester, New York:** [www.nes.edu](http://www.nes.edu) **Palmer**

**Theological Seminary:** [www.palmerseminary.edu](http://www.palmerseminary.edu)

**Payne Theological Seminary (African Methodist Episcopal):** [www.payne.edu](http://www.payne.edu)

**Southwestern College, Winfield, Kansas:** [www.sckans.edu](http://www.sckans.edu)

**The Methodist Theological School in Ohio (United Methodist):** [www.mtso.edu](http://www.mtso.edu) **United Theological Seminary of the Twin Cities:** [www.unitedseminary.edu](http://www.unitedseminary.edu) **University of Dayton, Department of Religious Studies (Roman Catholic):** [artssciences.udayton.edu/Religious Studies](http://artssciences.udayton.edu/Religious%20Studies)  
**Winebrenner Theological Seminary:** [www.winebrenner.edu](http://www.winebrenner.edu)  
**Wright State University Graduate School:** [www.wright.edu/sogs](http://www.wright.edu/sogs)

Cross-registration is on a space-available basis and is conducted through the Registrar's Office. The cross-registration agreement excludes all online courses except through Payne Theological Seminary, Lindsey Wilson College, Northeastern Seminary, Southwestern College, Fuller Theological Seminary and Winebrenner Theological Seminary.

## **Schedule Changes and Refunds**

Prior to any schedule changes taking place, students should consult with their academic advisor and the financial aid/scholarship offices if they are receiving any aid. Schedule changes can be made through the student portal or by contacting the Registrar's office.

Classes may be added through the first day of the term start date.

Withdrawal from a course is allowed until the final withdrawal date which can be found on the student portal and results in a grade of "W." This does not impact the GPA; however, the student will be charged full tuition for the course.

The general refund policy is that students withdrawing by the drop date will receive a full tuition refund. After the drop date there is no refund.

## **Advanced Standing without Credit**

Students who wish to substitute another course for an area requirement listed in the catalog shall submit a written rationale to the area faculty.

Upon receiving written permission from the area faculty, the student must also secure signatures from their advisor and the Academic Dean and submit the request and approvals to the Registrar. Email correspondence is acceptable if not able to conduct in person.

## **Directed Study**

Students may negotiate with full-time faculty to take a Directed Study. A Directed Study will not be approved for introductory work and will not ordinarily be provided for courses listed in the catalog that are already scheduled. No more than one Directed Study may be taken in a term.

Approval must be secured from the student's advisor, the professor conducting the Directed Study, and the Academic Dean for master's level students or the Associate Dean of Doctoral Studies for doctoral students. The Directed Study form is available on the Student Hub.

## Auditing Courses

### For Degree Students

Students enrolled in master's degree programs may audit courses subject to the approval of their advisor and the instructor of the course and payment of the audit fee. Audits can be changed to credit registration prior to the beginning of the course. Credit courses may be changed to audit on the same tuition refund basis as withdrawal from a course. All audits will appear on the transcript.

Alumni/ae may audit courses subject to the permission of the instructor and the Registrar and upon payment of the audit fee. All audits will appear on the transcript.

### For Non-Degree Students

Qualified persons who are not in degree programs may audit courses upon admission to the seminary in the Non-Degree Graduate status category, the permission of the instructor, and payment of the audit fee. A Non-Degree Graduate application must be submitted to the Admissions Office. A bachelor's degree or higher is required to apply for admission as a Non-Degree Graduate Student.

As an auditor, the student must fulfill the requirements stated for auditors; these may include required readings, class attendance and other appropriate forms of participation. Auditors will not be required to submit written work for evaluation nor to take examinations.

Auditors will be listed as such on class lists and grade sheets.

Audited classes will appear on transcripts. Audited courses cannot later be changed from audit to credit.

### Those Currently Unenrolled

All audit requests will be processed through the Office of Admissions and the Registrar. Auditors are required to apply for admission in the Special Student classification before enrollment in classes to be audited. The Office of Admissions will handle the admission or acceptance process. The Registrar will receive the student's file upon being admitted or accepted and will proceed with processing the audit request. The Registrar will maintain the transcript record.

## Doctor of Theology Grading System

Quality/Explanation of Performance	Grade	Numerical Value	Grade Point	ThD Pass-Fail
Excellent	A	95-100	4.00	Pass
	A-	90-94	3.67	
Good	B+	88-89	3.33	
	B	84-87	3.00	
	B-	80-83	2.67	
Satisfactory	C+	75-79	2.33	Fail
	C	70-74	2.00	
Failure	F	0-69	0.00	

This grading policy will be used for all Core classes, 800 level seminars, or directed studies. Independent Readings will be graded Pass/Fail.

To pass any seminar or directed study, the student must receive at least a B- for that course. Any grade lower than a B- will be seen as equivalent to failure. Students given less than a B- for a course will be placed on academic probation for the remainder of coursework. Students receiving less than a B- for a course while on academic probation will be discontinued from the program unless the Academic Dean permits an exception due to extenuating circumstances. General details regarding the academic probation process, including the appeal process, is available in the Academic Catalog on the website (<http://united.edu>).

### **Satisfactory Academic Performance**

- Grade Point Average of 2.67 or above
- Pace of completion for a Doctor of Theology degree program is a maximum of ten consecutive years.
- All "W" (Withdraw) grades are excluded from the GPA calculations.

### **Academic Deficiencies**

#### 1. Definitions:

- a. Academic deficiency is defined as a course grade or combination of course grades that prevents a student from graduating.
- b. A cumulative grade point average (GPA) of at least 2.67 is required across all courses is needed to satisfy the student's degree requirements.
- c. A student may not graduate if he/she has any unresolved grade of "C+", "C", "F,", "NC," or "I" in any course.

#### 2. Resolution:

- a. If the GPA is below the required 2.67 minimum the student may remedy the deficiency by taking additional courses. An education plan will need to be established with the student and advisor and the student will be placed on a registration hold so the GPA can be verified at the end of the term.
- b. For grades of "C+", "C", or "F", the student may remedy by repeating the course once. The original grade remains on the student's record/transcript; however, once the course is passed, the original grade will be excluded from GPA calculation.
- c. Students cannot substitute for another course for a failing grade.
- d. Unsatisfactory comprehensive exam, dissertation, or defense grades may only be remedied by completing the comprehensive exam, dissertation, or defense satisfactorily.
- e. Incomplete "I" grades are given for inability to complete required work in a course (**NOTE: Adjunct professors are not permitted to issue "I" grades without the approval of the Academic Dean.**) A grade of "I" will be given to students with extenuating circumstances at the professor's discretion with the exception

of adjuncts. The student must resolve the "I" grade 30 days after the term ends. A student cannot graduate with a grade of "I."

- f. Awarding a grade of "I" requires approval from the professor and the completion of the incomplete grade request form. If the student needs more time an incomplete extension form can be completed and requires approval from the professor and the Dean. Both forms will specify the date the student is to complete all work and the grade that will be earned if the student fails to complete the required work by the deadline. If no grade is specified a grade of "F" will be awarded. The original form with the appropriate signatures will be submitted to the Registrar.

### **Academic Probation and Dismissal**

United Theological Seminary reviews all students' cumulative grade point average every term to ensure it is above the satisfactory academic guidelines established by the Academic Dean's Office.

#### **Academic Probation**

A student who drops below a cumulative 2.67 GPA will be placed on academic probation and notified by email from the Academic Dean's Office. In order to continue enrollment in the following term, the student will be required to complete the Academic Action Plan form to be signed by the student and the Director of Student Success. The Academic Action Plan will be filed in the student's permanent record by the Registrar. A student on academic probation will not be allowed to take more than nine credit hours per term. The student is responsible for contacting financial aid to discuss eligibility for financial aid funds. The student will be taken off Academic Probation when the cumulative GPA has risen above 2.67.

#### **Dismissal**

Students given less than a B- for a course will be placed on academic probation for the remainder of coursework. Students receiving less than a B- for a course while on academic probation may be dismissed from the program.

## **Doctor of Ministry Grading System**

### **Approved Grading Scale**

P (Pass) = Passed successfully.

NC (Not Complete) = Student failed and will need to repeat the term.

I (Incomplete) = Students receive a 30-day extension after the end date of the term.

Incomplete grades are not considered final grades but will be changed to "P" or "NC" as the case requires.

At the end of Term 6, if the student requires more time, they may request registration for "Project Continuation," for up to three terms. A student registered for Project Continuation will receive a grade of "IC" for Term 6, which remains until the student completes the Project Continuation(s) allowed. Once the allowed continuations are completed, a final grade of "P" or "NC" for Term 6 will replace the "IC" grade.

*Academic Dismissal Policy*

Students who receive a grade of “NC” may repeat the doctoral term and attempt to receive a passing grade; however, the original “NC” grade will remain on the student’s transcript/record.

Students who receive 2 consecutive “NC” grades will be dismissed.

A student dismissed under these guidelines may apply for readmission after one full year.

**Satisfactory Academic Performance**

- Semesters 1-6 must be completed with a Pass.
- Pace of completion for a Doctor of Ministry degree program is a maximum of ten consecutive years.
- No Transfer credits are approved for the Doctor of Ministry.

**Masters Grading System  
Approved Grading Scale**

Quality/Explanation of Performance	Grade	Numerical Value	Grade Point
Excellent	A	95-100	4.00
	A-	90-94	3.67
Good	B+	88-89	3.33
	B	84-87	3.00
	B-	80-83	2.67
Satisfactory	C+	75-79	2.33
	C	70-74	2.00
Failure	F	0-69	0.00
Incomplete Incomplete Continuing (Due to extenuating circumstance unable to complete work on time or course continues)	I IC		
Unofficial Withdraw (No show or stop attending prior to add/drop date)	UW		
Withdraw (Student initiated withdraw)	W		
Audited Course Audit for no credit	AU		

**Grade and Academic Deficiency Policy**

This policy provides instruction for grade procedures and resolution of academic deficiencies at United Theological Seminary.

### Satisfactory Academic Performance

- Grade Point Average of 2.0 or above.
- Pace of completion for a master's degree program is a maximum of ten consecutive years.
- Transfer credit hours approved by the Academic Dean do not count toward a student's cumulative GPA.
- All "W" (Withdraw) grades are excluded from the GPA calculations.

### Grade Submission

- Fall grades are due 10 days after the Fall term ends.
- Spring Senior grades are due 10 days prior to the Commencement date.
- All Spring and Summer grades are due 10 days after the end date of each term.

### Academic Deficiencies

#### 3. Definitions:

- d. Academic deficiency is defined as a course grade or combination of course grades that prevents a student from graduating.
- e. A cumulative grade point average (GPA) of at least 2.0 is required across all courses is needed to satisfy the student's degree requirements.
- f. A student may not graduate if he/she has any unresolved grade of "F," "NC," or "I" in any course.

#### 4. Resolution:

- g. If the GPA is below the required 2.0 minimum the student may remedy the deficiency by taking additional courses. An education plan will need to be established with the student and advisor and the student will be placed on a registration hold so the GPA can be verified at the end of the term.
- h. For grades of "F", the student may remedy by repeating the course once. The original grade remains on the student's record/transcript; however, once the course is passed, the original grade will be excluded from GPA calculation.
- i. Students cannot substitute another course for a failing grade.
- j. Unsatisfactory thesis grades may only be remedied by completing the thesis satisfactorily.
- k. Incomplete "I" grades are given for inability to complete required work in a course (**NOTE: Adjunct professors are not permitted to issue "I" grades without the approval of the Academic Dean.**) A grade of "I" will be given to students with extenuating circumstances at the professor's discretion with the exception of adjuncts. The student must resolve the "I" grade 30 days after the term ends. A student cannot graduate with a grade of "I."
- l. Awarding a grade of "I" requires approval from the professor and the completion of the incomplete grade request form. If the student needs more time an incomplete extension form can be completed and requires approval from the professor and the Dean. Both forms will specify the date the student is



to complete all work and the grade that will be earned if the student fails to complete the required work by the deadline. If no grade is specified a grade of "F" will be awarded. The original form with the appropriate signatures will be submitted to the Registrar.

### **Academic Probation and Dismissal**

United Theological Seminary reviews all students' cumulative grade point average every term to ensure it is above the satisfactory academic guidelines established by the Academic Dean's Office.

### **Academic Probation**

A student who drops below a cumulative 2.0 GPA will be placed on academic probation and notified by email from the Academic Dean's Office. In order to continue enrollment in the following term, the student will be required to complete the Academic Action Plan form to be signed by the student and the Director of Student Success. The Academic Action Plan will be filed in the student's permanent record by the Registrar. A student on academic probation will not be allowed to take more than nine credit hours per term. The student is responsible for contacting financial aid to discuss eligibility for financial aid funds. The student will be taken off Academic Probation when the cumulative GPA has risen above 2.0.

### **Dismissal**

If the student's cumulative GPA has not risen above 2.0 after completing at least 18 credit hours while on academic probation, the student may be dismissed. A student dismissed under these guidelines may apply for readmission after one full year. A student that is placed on academic probation for a second time may be dismissed.

### **Appeal Process for Academic Probation or Dismissal**

Students that are notified by email of Academic Probation or Dismissal have the right to appeal this decision through the Academic Dean's Office. This appeal must be submitted in writing for review by the Academic Dean's Office. The letter must explain why the student failed to make satisfactory progress. Students appealing a decision of the Academic Dean's Office must do so prior to the beginning of the next academic term. Once the appeal has been reviewed, the decision of the Academic Dean's Office is final. Students will be notified of this decision by email within 30 days of receipt of the appeal.

## General Certificate Grading System Approved Grading Scale

Quality/Explanation of Performance	Grade	Numerical Value
Excellent	A	95-100
	A-	90-94
Good	B+	88-89
	B	84-87
	B-	80-83
Satisfactory	C+	75-79
	C	70-74
Failure	F	0-69
Incomplete Incomplete Continuing (Due to extenuating circumstance unable to complete work on time or course continues)	I	
	IC	
Unofficial Withdraw (No show or stop attending prior to add/drop date)	UW	
Withdraw (Student initiated withdraw)	W	

### Grade and Academic Deficiency Policy

This policy provides instruction for grade procedures and resolution of academic deficiencies at United Theological Seminary.

### Satisfactory Academic Performance

- Grade Point Average of 2.0 or above.
- Transfer credit hours approved by the Academic Dean do not count toward a student's cumulative GPA.
- All "W" (Withdraw) grades are excluded from the GPA calculations.

### Grade Submission

- Fall grades are due 10 days after the Fall term ends.
- Spring Senior grades are due 10 days prior to the Commencement date.
- All Spring and Summer grades are due 10 days after the end date of each term.

## **Academic Deficiencies:**

Definitions:

- a. Academic deficiency is defined as a course grade or combination of course grades that prevents a student from completing the certificate.
- b. A cumulative grade point average (GPA) of at least 2.0 is required across all courses.

Resolution:

If the GPA is below the required 2.0 minimum the student may remedy the deficiency by taking additional courses.

For grades of "F", the student may remedy by repeating the course once. The original grade remains on the student's record/transcript; however, once the course is passed, the original grade will be excluded from GPA calculation. Core courses require a passing grade.

Incomplete "I" grades are given for inability to complete required work in a course. A grade of "I" will be given to students with extenuating circumstances at the professor's discretion. Awarding a grade of "I" requires approval from the professor and the completion of the incomplete grade request form. The student must resolve the "I" grade 30 days after the term ends. If the professor does not issue a change of grade to the registrar, an "F" will be recorded.

United Theological Seminary reviews all students' cumulative grade point average every term to ensure it is above the satisfactory academic guidelines.

A student who drops below a cumulative 2.0 GPA will be placed on academic probation and notified by email from the General Certificates office. The student will be taken off Academic Probation when the cumulative GPA has risen above 2.0.

## **Administrative Withdrawal Policy**

If a General Certificate student has been inactive for 6 consecutive terms, their student status will change to "Administrative Withdraw." If a student has been Administratively Withdrawn, and wishes to resume coursework at United, they should contact the Registrar.

## **Graduation**

United has three conferral dates each year. August 31, December 31, and May (date varies). December and August graduates' diplomas are sent via mail. All December and August graduates are required to walk at the May Commencement. All students are required to complete an Intent to Graduation form in order to be eligible for graduation. The form must be completed in the student's final term.

Intent to Graduate forms are part of the following final courses:

- ThD Students: Dissertation courses
- DMin Students: Semester 6 or Project Continuation courses
- Master students: Final Review courses

Graduating students are expected to be present at commencement unless a written request to be excused is submitted to the Academic Dean.

The students who have completed the Certificate in Theology and Ministry (CTM) or Certificate in Service and Leadership (CSL) are also recognized at graduation. Those who plan to attend the May commencement should notify the General Certificate Coordinator.

All financial obligations to the seminary must be received eight days prior to graduation to participate in the graduation ceremony or receive a diploma.

## **Policies Relating to Federal Guidelines**

### **Veteran's Information**

Degree programs at United Theological Seminary have been approved by the State approving agency for Veteran's Training. Veterans must complete the procedures required to establish entitlement to an academic program and provide the Registrar's Office with a copy of their Letter of Certification from VA for Educational Benefits (including the chapter under which they will receive benefits.)

Students who are veterans can contact the Registrar for further information and must report to the Registrar any change of status in enrollment or withdrawal.

### **Privacy Act (Buckley Amendment)**

Under the provisions of the Family Educational Rights and Privacy Act (Buckley Amendment), students have the right to inspect and review their educational records held by the seminary and to request correction of any inaccurate data.

United will disclose student information only to those who are authorized and have legitimate need for such information. No records will be released without a written and signed request from the student. No third party requests will be honored without a signed waiver. For further information and assistance, contact the Registrar's Office.

### **Equal Opportunity Act**

United Theological Seminary prohibits discrimination against any individual on the basis of race, color, religion, sex, age, national origin, disability, sexual orientation, marital status, parental status, or veteran status with reference to the seminary's admission policies, academic standards and policies, in the granting of scholarships, loans and other financial aid.

Inquiries regarding the application of this policy should be addressed to the Academic Dean.

## **Students with F-1 or J-1 Visas**

### **New Student Orientation**

F-1 and J-1 international students are required to participate in the on-campus orientation session conducted in the first fall of their attendance.

In addition, a supplemental international student orientation will be scheduled at the beginning of each fall and spring term. All international students are required to participate in this orientation. Content of this orientation provides additional guidance for both academic and student affairs.

### **Student Registration**

The Registrar will register all F-1 and J-1 international students for classes. Students are required to complete a Registration Request Form for each term. This form must be signed by the student's Academic Advisor and submitted to the Registrar by the registration deadlines.

F-1 and J-1 international students are required to be registered full-time (9 or more credit hours) each term unless they complete a Reduced Course Load Form available from the Director of Student Success. This must present a viable reason for approval such as a major illness, a family crisis or final term work.

F-1 and J-1 international students are expected to take classes that meet through the term unless they are only available in an intensive week format. They are only permitted to take one (1) course online in a term.

### **Term Check-In**

F-1 and J-1 international students are required to check in with the Director of Student Success within the first two weeks of each term. The Director will confirm their presence, validate passport entry dates to the United States and update the student SEVP record.

The Director of Student Success verifies proof of insurance on an annual basis with all J-1 students. J-1 international students are required to have health insurance for themselves and their dependents. However, United suggests that all international students obtain health insurance. Insurance policies must be compliant with Department of State regulations.

### **Employment Relating to F-1 and J-1 International Students**

The VP for Enrollment and staff perform all SEVP functions for F-1 and J-1 visa holding international students related to employment.

F-1 visa holders must wait one year before working off-campus. Work is limited to 12 months. F-2 visa holders are not permitted to work.

J-1 visa holders may work either on or off campus upon arriving in the U.S. J-2 visa holders are permitted to work after obtaining employment authorization.

F-1 and J-1 international students should email the admissions office at [admissions@united.edu](mailto:admissions@united.edu) for information and guidance regarding employment regulations.

### **Residential International Students**

F-1 students must be present in the United States within every 5 months. They are required to have a United SEVP official travel signature no later than 1 year old to re-enter the United States. International students should make arrangements in advance to ensure adequate time to obtain this.

All international students are to notify the Director of Student Success when they will travel out of state. The notification should include the date of departure, the destination, the date of return and a cell phone number if available.

### **Status Termination**

F-1 and J-1 international student records in the Student Exchange Visitor Program must be terminated for the following reasons.

- Insufficient funds for education and/or living expenses
- Failure to be in the United States within 5 months of previous stay (F-1 Visa students)
- Failure to provide evidence of current health insurance (J-1 Visa students)
- Academic suspension in good standing

The Director of Student Success will prepare and sign a termination notice and terminate the student's record in the Student Exchange Visitor Information System. The Director will also notify the student of the requirement to depart the U.S. within 30 days. Legal counsel may be sought to review for compliance.

# Disability Services

United Theological Seminary is committed to provide services that allow students with disabilities to participate in all facets of seminary life according to their unique abilities and interests. This commitment ensures that people with documented disabilities can realize their full potential.

United offers support programs in academics, technology, physical, and person assistance.

The Trotwood campus is completely wheelchair accessible. The building has an elevator and entrances are equipped with ramps.

If you have a documented disability, please complete the application for Disability Services found at <https://united.edu/accreditation-association/disability-services/>. A copy of professional documentation of disability should be submitted along with your application.

The application for services from United is separate from the application for Admission to the seminary. Students are encouraged to contact Admissions to apply for admission to the seminary prior to applying for services with the Office of Disabilities.

## Step 1 – Get Started

- Complete the application for services found on the website and send to [disabilities\\_office@united.edu](mailto:disabilities_office@united.edu).
- Students are encouraged to self-identify with the Office of Disabilities after submitting the admissions application.

## Step 2 – Apply and Submit Documentation

1. The following forms can be found on <https://united.edu/accreditation-association/disability-services/>. Please submit all that apply.
  - a. Attention Deficit/Hyperactivity Disorder
  - b. Learning Disabilities
  - c. Physical Disabilities
  - d. Psychological Disorders
2. A list of services provided in high school and/or other schools attended
  - a. Individual Education Plan (IEP), Evaluation Team Report (ETR), 504 Plan, and/or letter describing services used at previous colleges attended
3. A transcript of grades from other schools attended

All documents submitted are placed in a confidential student file and will not be returned to the applicant, nor forwarded to any agency or other college or university. We suggest you submit copies, keeping the original documents for your use at a later time.

Submit forms and documentation to: [disabilities\\_office@united.edu](mailto:disabilities_office@united.edu)

Once all documentation materials have been received and reviewed, you will be contacted by the Office of Disabilities to let you know if you have qualified for services.

## **Academic Support**

Academic services are designed to assist students with disabilities in meeting all academic requirements at the seminary. Students with documented disabilities may receive classroom accommodations such as:

- Test Proctoring services for students needing additional time, an environment with reduced distractions, adaptive computer accommodations, and/or reading or writing assistance
- Classroom accommodations
- Online course accessibility with closed-captioning where applicable
- Screen reader friendly



# Resources for Theological Education

## O'Brien Library

Print and digital resources are valuable to the theological enterprise.

The library's online catalog provides easy access for searching the collection. The web address is <https://utsdayton.on.worldcat.org/discovery/>. The web address for the Digital Theological Library (DTL) online catalog is: <https://libguides.thedtl.org/home>

## United Theological Seminary Archives

The Seminary Archives consist of administrative papers, Seminary publications, photographs, audio and audio-visual recordings, faculty publications and papers, and artifacts documenting the history of United Theological Seminary. Many of these historical materials are made available for research purposes upon request by contacting the EUB Archivist, Dr. Andy Wood ([awood@united.edu](mailto:awood@united.edu)) for assistance.

## Print and Media Collections

In the spring of 2020, United Theological Seminary joined the Digital Theological Library (DTL), a co-owned digital library of over forty theological institutions around the country and around the world, pooling their resources to provide members with hundreds of thousands of eBooks, online commentaries, electronic databases, e-journal titles, e-Videos, and much more. As of February 2023, the DTL's online collections consisted of over 1.4 million eBooks, 170 databases, 35,000 journal titles, over 60,000,000 full-text, peer-reviewed articles, over 100,000 music scores, and over 70,000 films and videos.

In August 2023, the O'Brien Library donated a large portion of its circulating print collections to DTL for digital processing and inclusion in DTL's E-Reserve collections. The library currently maintains a collection of around 15,000 print volumes that primarily include biblical reference resources, church history resources, Methodist and Wesleyan research materials, and denominational archive collections relating to the former Evangelical United Brethren (EUB) Church. These print materials are intended for on-site use only, though residential faculty retain borrowing privileges. Many of the print periodical subscriptions formerly held by the library were cancelled due to duplication in DTL's serial collections, though the library currently retains active subscriptions to several Methodist and other denominational print periodical publications. The library also has an extensive microform collection relating to the former EUB Church and predecessor denominations that can be viewed and digitally preserved on the library's ScanPro digital microfilm machine.

Special collections include the Edmond S. Lorenz Collection of early American hymn and songbooks, the J. Allan Ranck Collection of the Friendship Press, the Union Biblical Seminary Collection, and the Waldensian-Methodist Collection.

## Electronic Resources

The O'Brien Library now relies exclusively on the DTL for all electronic resources and DTL resources now represent the library's 'circulating' collection. DTL's digital collections include over 1.4 million eBooks, 170 databases, 35,000 journal titles, 60,000,000 full-text, peer-reviewed articles, over 100,000 music scores, and over 70,000 films and videos. Online collections include biblical commentaries and reference resources, as well as recent publications in religious studies from Duke, Harvard, de Gruyter, Cambridge

University Press, Bloomsbury, Taylor & Francis, and the Albin Institute. DTL also provides access to the JSTOR, ProQuest, and Project Muse databases among many others, as well as non-English databases in Chinese, Korean, German, Spanish, and French. Other digital collections include the Loeb Classical Library, Naxos Music, Patrologia Latina, and Philosophy Document Center. Major collections are frequently added from publishers such as Brill, Fortress Press, Zondervan, Eerdmans, Baker, Chicago, Yale, Peeters, and many others.

As of August 2020, DTL provides DTL provides member libraries with both Interlibrary Loan (ILL) and E-Reserve Collection access. In addition to its robust licensed eBooks and journals, the DTL also acquires print books and digitizes them to make them available via its E-Reserve system. Both of these services allow DTL to provide its patrons with access to just about any volume currently available, whether digitally or in print.

Access to DTL is limited to current faculty, staff, and students. Alumni of member DTL institutions, as well as institutional 'core constituents' (board members, local clergy, visiting researchers, etc.), are permitted access to the DTL Seminary Bookshelf, or DTLSB. The DTL Seminary Bookshelf provides patrons access to over 1,300,000 ProQuest eBooks with a tremendous breadth and depth in Biblical studies, theology, leadership, ministry, practical theology, history, counseling, pastoral care, and philosophy. The DTL Seminary Bookshelf is available to alumni and other core constituents at a modest monthly fee of \$10.00 USD and an electronic application form is available on the DTLSB website. United alums also have access to the *ProQuest for Alums* database which provides eBooks, electronic journals, dissertations and theses, and other media content.

### **Library Services and Facilities**

The Writing Center is now an integral part of the O'Brien Library and students in need of assistance with written assignments can email [writinghelp@united.edu](mailto:writinghelp@united.edu) or call (937)529-2235. A full list of services offered by the Writing Center can be found on the Student HUB at <https://online.united.edu/courses/698/pages/writing-center>. (Please note that Writing Center services are intended for Master's level students only.)

The professional library staff provides reference services and online searching assistance. Resources not held by the library can usually be obtained for current students, faculty, and staff through DTL's interlibrary loan service for digital resources.

A photocopier and a digital ScanPro microform reader printer are available (a minimal charge applies for non-United affiliated patrons.). Two study rooms and small group meeting areas are available to individuals and groups for quiet study.

### **Professional Associations**

The O'Brien Library currently retains active membership in both the American Theological Library Association (ATLA) and the Ohio Theological Library Association (OTLA).

## **Center for Evangelical United Brethren Heritage**

The Center for EUB Heritage encourages the study of the religious and ecclesiastical traditions that formed the Evangelical United Brethren Church and promotes appreciation for and use of that heritage within Methodism and in the Church at large.

To this end the center has carried on extensive oral history projects; it has gathered people for consultations and special observances; it produces publications and exhibits; and it holds a large and growing collection of manuscripts, artifacts, and publications directly related to that denomination and its forebears, including the Church of the United Brethren in Christ, the Evangelical Association, and the Evangelical Church. Historical displays of United's rich EUB heritage may be found in the EUB Center's James D. Nelson Room and inside the library.

The center awards a cash prize—the Reber Award—for the best paper submitted on some aspect of Evangelical United Brethren Church history, theology, or church life.

This annual competition is open to students enrolled in accredited institutions of higher education. The awards are in memory of Audrie E. Reber, former missionary, author and active church woman who was a founding member of the center and a member of its advisory board. Award application information is available from the center.

The *Telescope-Messenger*, an eight-page newsletter, is published by the center twice each year. More information about the EUB Center can be found at <https://united.edu/center-for-the-evangelical-united-brethren-heritage-eub/>.

## **Information Technology Resources**

Technology has become an essential part of ministry; and United expects students to be familiar with using a Windows-based or Mac computer for word processing, browsing the Web, and sending and receiving email. Students enrolling in online courses will need internet access and may need a webcam and headset with a microphone for use in synchronous events or classes.

An email account in the united.edu system has been provided to each degree seeking student as well as a United network account (secure access on campus). All email communications from the seminary will be sent to the students' united.edu email accounts. The united.edu email accounts are web accessible and students may check their email from any internet enabled computer. It is provided by Google (gmail) and has all of the features normally provided by any gmail account, except it will have the (username@united.edu) united.edu extension. Email accounts other than those provided by United are not supported, but students may forward united.edu mail to outside accounts. Each student is expected to check her or his united.edu email account at least once per day.

The student account username and password for logging onto email and on campus computers will be sent to the student's personal email account at the end of the admissions process. Upon receiving the credentials, the student will be able to access the online orientation and online courses once they are open each term. The online

orientation course opens approximately four weeks prior to the fall and spring terms. Online courses open at 8:30 am on the morning of the first day of the term.

Access to copy student work at United is available to each degree seeking student. The Student Computer Lab in the library is equipped with a printer for the students to use. The instructions are posted explaining how to log onto the computers and use the copier for printing.

Live internet streaming is provided for many of our programs through live streaming, which gives students the ability to watch or review the major events at United at a later time.

## **Online Learning Resources**

To access all of United's digital resources go to [login.united.edu](http://login.united.edu) using your student account username and password. You can directly access helpdesk requests, email, calendar, United Online courses, library, and Google drive file storage.

All courses at United have one or more online components, which are accessible on the [login.united.edu](http://login.united.edu). United Online is powered by Canvas Learning Management System (LMS), which offers student access to courses from most mobile devices and computers.

An Online Student Orientation will be provided for all students to become familiar with the learning environment and technology used at United.

On campus courses use United Online course sites to give students access to course resources, syllabi, testing, and for uploading written assignments. The Gradebook will be used to communicate grades and offer feedback.

For online courses, all course materials, access to peers, instructor's email, and research access are located in the course sites. All online courses open at 8:30 am on the first day of the term. Syllabi are made available the week prior to the beginning of the term.

All students may access student resources such as the helpdesk, The HUB (for job opportunities and other bulletin boards), Technology Help is provided by request through the [onlinehelp@united.edu](mailto:onlinehelp@united.edu) for one-on-one training sessions for all of our systems (over the phone, or in-person). Sending an email will result in faster service as multiple persons answer the help contacts. Canvas support is available 24/7, 365 days a year by searching guides, email, or phone contact after choosing the help link when you are logged into Canvas. You will see a "?" question mark on the left navigation bar, this will provide several Canvas help options.

## **State Regulations for Online Programs**

United is a member of the State Authorization Reciprocity Agreement (SARA), which benefits students by expanding approval of distance educational offerings across the states. This agreement helps students in SARA states address and resolve any

complaints. To see the other benefits, go to the NC-SARA website. All US states and territories are currently members of SARA except for California.

United offers online ministry degree programs in every US state and has either been exempt, approved or is working to obtain SARA approval in these other regions. Contact our Office of Admissions for information on becoming an online student.

Federal and state regulations require that all institutions of higher education comply with existing state laws regarding distance learning. As these regulations are continuously evolving, United Theological Seminary makes every effort to maintain compliance.

For state regulations, see <http://united.edu/state-authorization-distance-education/>.

## **Lectureship**

**Ryterband Symposium:** The Ryterband Symposium (formerly known as the Sanders Symposium) is a joint venture of United Theological Seminary, The University of Dayton, and Wright State University.

It is made possible by a generous contribution from Dr. and Mrs. Louis Ryterband and Mrs. Natalie Roth.

The purpose of the annual fall symposium is to promote better understanding between major religious groups in the Greater Dayton Area.

## **Clinical Pastoral Education**

Clinical Pastoral Education (CPE) is a long-standing partner in theological education. We encourage all Masters students, especially those in the Chaplaincy and Pastoral Care Concentration to enroll in a unit of CPE.

CPE is most often offered in a hospital or other institutional setting. In the basic unit of CPE, students gain 400 hours of intensive experience in chaplaincy and supervised theological reflection on the practice of ministry.

Students may register for six (6) credit hours at United for the basic unit of CPE that is taken while enrolled at United. Students also may take CPE without course credit, by paying a fee directly to a CPE training program.

Accredited training programs in CPE are available throughout North America and in most regions in which students reside. Application materials and more detailed instructions are available on United's website.

## **CPE Application**

United's CPE application materials can be found on the website: [united.edu/clinical-pastoral-education/](http://united.edu/clinical-pastoral-education/).

Programs for credit must be approved by:

**The American Association for Clinical Pastoral Education:** [www.acpe.edu](http://www.acpe.edu)

**The Institute for Clinical Pastoral Training** [www.icpt.edu](http://www.icpt.edu)  
**Clinical Pastoral Education International** [www.cpe-international.org](http://www.cpe-international.org)

Dayton area CPE training programs are available at Kettering Medical Center's hospitals and nursing care facility and the VA Medical Center's hospitals and clinics.

Programs are also available throughout Ohio and the tri-state region. ACPE websites have directories of training programs available throughout North America and in many international locations.

### **Chaplains and Pastoral Counselors**

Students who are considering the vocation of chaplain and/or pastoral counselor should be advised that the minimum requirements for a chaplain in most mainline denominations are the Master of Divinity degree and ordination to sacramental ministry. Furthermore, the Board of Chaplaincy Certification, Inc. (BCCI) requires the completion of 72 graduate theological credits for full chaplain certification.

For more information about membership and credentials, please consult these websites:

**Association of Professional Chaplains:** [www.apchaplains.org](http://www.apchaplains.org)  
**Spiritual Care Association/ICPT** [www.spiritualcareassociation.org/clinical-pastoral-education-cpe/](http://www.spiritualcareassociation.org/clinical-pastoral-education-cpe/) and [www.icpt.edu](http://www.icpt.edu)

## Community Life

"May the God of peace himself sanctify you entirely; and may your spirit and soul and body be kept sound and blameless at the coming of our Lord Jesus Christ. The one who calls you is faithful, and he will do this." (1 Thessalonians 5:23-24 NRSV)

The United community is called to work alongside God's grace to help students respond to the call God has placed on our lives: spirit, soul, and body.

At United we strive to order our curriculum and common life to help students become more fully who they are called to be. Faculty, students, and staff participate in worship, Contextual Ministry Groups, retreats, and meetings for Bible study, prayer, and mutual support. By participating in the United community you will be challenged to know God better and to serve God more faithfully. Our hope is that because of United, your mind and heart will more intensely reflect the love of Christ, your spirit will be more attuned to the Holy Spirit, and your body will be more engaged in service among the vulnerable in the world God created.

### Inclusive Language

United Theological Seminary is committed to equality for women and men of every racial and ethnic background.

The seminary urges students, faculty and staff to use language which exemplifies respect, dignity and equality in conversations with seminary colleagues, in public discourse, in classroom discussions and in writings.

At United the use of inclusive language is an invitational practice. In the classroom, in worship, and in all other settings of interaction, we ask students to attend to the following broad guidelines:

In our language about human beings, we encourage all members of the seminary community to speak in ways that are respectful of the dignity of all people. For example, we encourage "sisters and brothers in Christ" instead of "brothers in Christ," "humankind" instead of "mankind," "forebears" instead of "forefathers," "chair" or "chairperson" instead of "chairman," "all who are able may stand" instead of "all stand," and "laity" instead of "layman".

In our language about God, we encourage all students to draw from the richness of biblical names and images for God and to demonstrate sensitivity concerning gender-specific language for God. Examples of the range of names and images for God in Scripture and the historical Christian faith include but are not limited to the Holy Trinity, Creator, Maker, Sovereign, Ruler, Savior, Redeemer, Father, Mother, Loving God, Gracious God, the Holy One, Comforter, Almighty, and the like.

Finally, with respect to inclusive language, let us treat each other with respect, care, and grace and give each other room to grow in our understanding of God and the images of God.

## **Learning Environment**

United Theological Seminary is committed to creating and maintaining a community in which administrators, faculty, staff, and students can work and study together in an atmosphere where all can flourish. In today's working and studying environment, we realize it is important and necessary to use communication technology to stay in touch with other areas of our lives. We encourage the respectful use of digital communication tools (cell phones, computers, etc.) in the learning environment, as long as these communication tools do not inhibit or prohibit the learning environment of others.

To maintain an environment conducive to study and meditation for all, the policy of United Theological Seminary is to require that cell phones be set to silent mode during class, seminar, or chapel times. Emergency calls can be taken outside of the classroom. The appropriate use of a laptop, tablet or the like is encouraged during class or seminars as long as the use is not disruptive to those around you. Each instructor can establish specific technological behavioral expectations so as to achieve each course's objectives.

## **Worship**

Community worship on campus and in United Online is as rich as the diverse backgrounds, experiences, gifts, and spiritual expressions of the students, faculty, administrators, staff, and guests who share by planning, and participating in the events of worship.

All members of the United community are encouraged to meet on Tuesday afternoon or gathering weeks for worship. Leadership at chapel services is provided by faculty, staff, students, and guest preachers.

Special Advent and Lenten services, along with other liturgical celebrations, feature liturgists and musicians from a variety of cultures.

## **Common Meal**

Worship on campus usually includes a common meal and community time when announcements and introductions are offered, and conversations take place among all those who have gathered. Common Meal symbolizes and reflects the ways in which members of the Christian community commit to care for one another in all aspects of life.

All on-campus students in Contextual Ministry courses are required to attend Common Meals at lunch on Tuesday's. Distance students are required to attend Common Meals during the Contextual Ministry retreat only. Special community meals may be planned at other times of the year.



# Student Awards

Named awards given at the conclusion of each academic year

## **The William and Carolyn Anderson Applied Theology Competition**

This award is given for a paper submitted in competition that demonstrates a student's ability to think critically on theological issues he or she applies to contemporary social concerns. It is given through the generosity of Dr. William and Carolyn Anderson. Deadline for the submission of papers is April 1.

## **The Ruth Pippert Core Memorial Award**

To perpetuate Ruth Pippert Core's lifelong interest in peace, unity and the arts, Professor Emeritus Arthur C. Core established this award to provide enrichment in the arts, ecumenics, and aid to exchange students.

## **The Robert E. and Mary Elizabeth Cramer Award**

The Robert E. and Mary Elizabeth Cramer Award is given each year to an outstanding student who has completed two thirds of the required credit hours for their degree to recognize and encourage academic achievement.

## **The Robert M. Daugherty Award**

The Robert M. Daugherty Award is given to a graduating senior who has demonstrated exceptional promise for pastoral ministry.

## **The Harry L. Eckels Award**

The Harry L. Eckels Award is given each year to a person who has completed at least two-thirds of the required credit hours for their degree and who demonstrates stewardship of time, talent, and money.

## **The Fellowship Seminarian Award**

This award is given for outstanding leadership in music and/or worship arts.

## **The Bert V. Flinchbaugh Memorial Award**

The Bert V. Flinchbaugh Memorial Award is given every other year to a student who excels in the study of the Old Testament in the Hebrew language.

## **The Hoyt Hickman Award**

The Hoyt Hickman Award for Outstanding Liturgical Scholarship and Practice is awarded by The Order of Saint Luke. The award is given to the graduating student who, in the judgment of the selection committee, both (1) has given evidence of a high quality of scholarship in the study of liturgy, and (2) is an effective leader of Christian worship.

## **The Missionary Interpretation Award**

The Missionary Interpretation Award is given each year to assist a student in interpreting to the American Church its worldwide Christian responsibility. The award is made

possible by an endowment established by the Youth Fellowship of the Memorial United Methodist Church, Silver Spring, Maryland.

### **The Kendall McCabe Award in Preaching**

The McCabe Award in Preaching is given each year to a senior student in the United's masters' programs. The awardee will demonstrate in a submitted sermon exegetical skill in interpreting the text and an awareness of the liturgical, congregational, and missional context of the homiletical occasion. The award-winning sermon will serve as an exemplar of preaching as a liturgical act.

### **The Dr. Won Byung Roh Award**

This award for excellence in pastoral care-giving is given to a student who demonstrates outstanding scholarship and practice in the field of Pastoral Care-Giving and has completed two-thirds of the required credit hours for their degree.

### **The Dr. Hervin U. Roop Award**

Through the generosity of the late Hervin U. Roop, former president of Lebanon Valley College, an award is given to recognize and encourage students in the leadership of worship and the public reading of Scriptures.

### **The Corda E. Smith Memorial Award**

The Corda E. Smith Memorial Award is given every other year to a student who excels in the study of the New Testament in the Greek language.

### **The August Thomas Memorial Award**

The August Thomas Memorial Award is given to a student who shows special promise in church administration.

### **The Bishop Joseph H. Yeakel Award**

The Bishop Joseph H. Yeakel Award is presented annually to the student who shows special promise in ecumenical and social justice ministries. The award is made possible by a gift from the New York West Area of The United Methodist Church in recognition of Bishop Yeakel's twelve years of distinguished episcopal leadership in that area.

### **DMin Outstanding Project in Proclamation of the Gospel**

The DMin Outstanding Project in Proclamation of the Gospel award is given each year to a Doctoral student with an outstanding project in proclamation of the Gospel.

### **DMin Outstanding Project in Church Renewal**

The DMin Outstanding Project on Church Renewal award is given each year to a Doctoral student with an outstanding project in church renewal.

### **DMin Outstanding Project in Justice and Mercy**

The DMin Outstanding Project in Justice and Mercy award is given each year to a Doctoral student with an outstanding project in justice and mercy.

## Alumni/ae Relations

The Alumni/ae Association's mission is to connect, nurture, and energize its members in community for mission and ministry

Since 1871, United Theological Seminary has been preparing leaders for the Church. Our graduates serve with distinction as pastors, teachers, professors, bishops, community organizers, administrators, health professionals, and business leaders. Our alumni/ae are serving in all 50 states and in more than 30 countries.

All persons who have graduated from United or one of our predecessor schools, Bonebrake Theological Seminary or the Evangelical School of Theology, are members of our Alumni/ae Association. The lifetime membership fee is assessed to current students each term. If a student withdraws from the seminary before graduating, any alumni/ae fees paid remain with the Association.

### **Lifetime membership in the Alumni/ae Association gives these benefits to all United Alumni/ae:**

- **Discounts** to United sponsored conferences and lectures
- **50% discount** to audit any graduate level class with approval of instructor (\$250 per class)
- **Support** through the ministry of prayer - submit requests to [prayer@united.edu](mailto:prayer@united.edu).

The Alumni/ae Association supports lifelong learning through ongoing continuing education opportunities.

The Annual Report and regular email communications provide news and articles about the seminary and other alumni/ae, highlighting their current publications and achievements.

The Distinguished Alumnus/a, Effective Ministry and Outstanding DMin Alumnus/a Awards are nominated by association members and awarded to United graduates on an annual basis. Alumni/ae celebrating forty years in ministry since graduation are inducted into the Eckels Society during the Alumni/ae Awards Banquet.

Members of the Alumni/ae Association contribute to the financial stability of the seminary yearly through the Annual Fund via gifts and pledges. They support students through hosting regional alumni/ae gatherings in their local area, sharing the names of prospective students and donors, and praying for the campus community.

### **Transcripts**

Requests for transcripts can be submitted online through United's website on the Registrar's page. For alumni/ae and former students, a \$10 fee must be paid for each transcript request. To request a transcript and pay the transcript fee, go to <http://united.edu/transcript-request/>.

## **Recruiting**

If you would be willing to represent United at a conference, college fair or youth event in your geographic area, please contact the Alumni/ae Relations Office.

# Development

Gifts are crucial to the mission of United Theological Seminary and we are grateful for all who help support the seminary

## Introduction

The Development Office at United Theological Seminary supports the mission of the seminary by actively seeking and receiving funds necessary for the fulfillment of our mission.

These resources provide scholarship assistance, operational funding, institutional strength, and endowment growth for the future.

Funding for United is received through tuition income, generous gifts, grants, endowment earnings, and the Ministerial Education Fund (MEF) of The United Methodist Church.

## Ways to Give

United is capable of managing a variety of methods of giving and has professional development staff available to guide donors toward the opportunity that is best suited to their circumstances and wishes. Options include but are not limited to:

- Cash
- Appreciated Securities (publicly traded or closely held)
- Charitable IRA Rollovers
- Bequests through wills or trusts
- Naming United as a primary or secondary beneficiary to a life insurance policy or retirement plan
- Real estate (residential, commercial, land)
- Personal property
- Charitable Gift Annuities
- Charitable Remainder Trusts
- Charitable Lead Trusts

## Giving Clubs

United Theological Seminary offers recognition to donors at different levels of support. Donors within these categories are recognized in the Annual Report, which lists all donations received during the fiscal year of July 1 through June 30.

## Heritage Society

Donors to United who have named the seminary in their will or estate plan are named and recognized each year in United's Annual Report as members of the Heritage Society.

## Faculty, Staff, and Board

### Faculty

United's faculty represent a diversity of cultures and institutions of higher education



**Reggie Abraham**

*Assistant Professor of Pastoral Care and Chaplaincy*

Expertise: Pastoral Care, Pastoral Theology, Chaplaincy

Education: BAsc, Nyack College, (2003)  
MDiv, Princeton Theological Seminary, (2007)  
ThM, Princeton Theological Seminary, (2008)  
PhD, Princeton Theological Seminary, (2021)

Select Publications: "Mahatma Gandhi and the crisis conversion of a nation" (Pastoral Psychology, 2020)  
"Revisiting The Depleted Self" (The Journal of Religion and Health, 2018)  
"Reflections on narrative in pastoral theology" (Pastoral Psychology, 2016)  
"Mental illness and the ministry of the local church," (Pastoral Psychology, 2014)



**Peter Bellini**

*Professor of Church Renewal and Evangelization in the Heisel Chair  
Director of Non-Degree Programs*

Expertise: Evangelism, Church Renewal, Global Charismatic Studies, Intercultural and Interreligious Encounter, Missiology, and Urban Studies

Education: BA, The Ohio State University, (1987)  
Graduate Studies, The Ohio State University (1988, 1991)  
MDiv, Asbury Theological Seminary, (2000)  
PhD, Asbury Theological Seminary (2008)

Select Publications: *Introducing Truth Therapy: Renewing Your Mind with the Word of God*, (Xulon, 2010)  
*Participation: Epistemology and Mission Theology*, (Emeth, 2011)  
*Truth Therapy Expanded Edition*, (Wipf and Stock, 2015)  
*Unleashed: C1-13: Integrative Deliverance Needs Assessment* (Wipf and Stock, 2018)



"Origins and Early Development of Missio Dei: A Missional Hermeneutic for Today" in *Missio Dei and the United States* (GBHEM Pub, 2018)

**Pauline Buisch**

*Assistant Professor of Old Testament*

Expertise: Old Testament

Education: BMusic, New York University (2007)  
MDiv, Redeemer Seminary (2012)  
PhD, University of Notre Dame (2021)

Select Publications: "The Rest of Her Offspring: The Relationship between Revelation 12 and the Targumic Expansion of Genesis 3:15" (*Novum Testamentum* 60, 2018)

"The Absence and Influence of Genesis 48 (the Blessing of Ephraim and Manasseh) in the Book of Jubilees" (*Journal for the Study of Pseudepigrapha* 26, 2017)



**Wendy J. Deichmann**

*Professor of History and Theology*

*President (2008-2015)*

Expertise: History of Christianity, American religious history, women in the history of Christianity, historical theology, and Evangelical United Brethren, Wesleyan, and Pan-Methodist studies.

Education: BS, State University of New York at Geneseo (1981)  
MDiv, Colgate Rochester Divinity School (1984)  
PhD, Drew University (1991)

Select Publications: Co-editor of *Gender and the Social Gospel* (University of Illinois, 2003)



**Madeline Hennes**

*Professor of Practice of Contextual Ministry*

Expertise: Spiritual Formation, Practical Theology, Gifts of the Spirit, and Christian Spirituality

Education: BA, Southwestern University (2003)  
Mdiv, Duke Divinity School (2007)  
Dmin, United Theological Seminary (2019)

Select Publications: *Awakening Orthodoxy*. In *A Firm Foundation* (Seedbed, 2017).  
*Ascending the Mountain: 30-Day Devotional Challenge*  
(Createspace, 2018)  
*Methodism and the Gifts of the Spirit*. In *A New Global Methodism* (Seedbed, 2021)



**Lisa M. Hess**

*Professor of Practical Theology and Contextual Ministries*

Expertise: Restorative Wisdom Leadership, Intercultural & Interreligious Encounter, the Conscious Feminine, practical theology, and Christian spirituality

Education: BA, Carleton College (1991)  
Mdiv, Princeton Theological Seminary (1996)  
PhD, Princeton Theological Seminary (2001)  
Conscious Feminine Leadership Academy (2013), WwfaC

Select Publications: *Artisanal Theology* (Cascade 2009)  
*Learning in a Musical Key* (2011)  
*A Companionable Way: the Path of Devotion in Conscious Love* (2016)



**Justus H. Hunter**

*Associate Professor of Church History*

Expertise: Medieval theology, scholasticism, doctrine of God, and Christology

Education: BA, Asbury College (2004)  
Mdiv, Asbury Theological Seminary (2009)  
MA, The University of Dayton (2011)  
PhD, Southern Methodist University (2015)

Select Publications: *If Adam Had Not Sinned: The Reason for the Incarnation from Anselm to Scotus* (Catholic University of America Press, 2020)  
*The Absolute Basics of the Wesleyan Way* (Seedbed, 2020)





**Jack Jackson**

*Visiting Professor of Evangelism and World Methodism*

Expertise: Evangelism and World Methodism

Education: BA, University of Virginia (1990)  
MDiv, Asbury Theological Seminary (1995)  
DMin, Asbury Theological Seminary (2004)  
PhD, University of Manchester (2009)

Select Publications: Introduction, E. Stanley Jones and Sharing the Good News in a Pluralistic Society, Jack Jackson and Douglas Powe, eds., Foundery Books (General Board of Higher Education and Ministry, UMC), 2018.

“A Division of the Heart: John Wesley’s Case for Separation in On Schism and Catholic Spirit”, in The Unity of the Church and Human Sexuality: Toward a Faithful United Methodist Witness, General Board of Higher Education and Ministry, UMC, 2017, [https://www.gbhem.org/sites/default/files/11jackson\\_a\\_division\\_of\\_heart.pdf](https://www.gbhem.org/sites/default/files/11jackson_a_division_of_heart.pdf).

Introduction, E. Stanley Jones and Sharing the Good News in a Pluralistic Society, Jack Jackson and Douglas Powe, eds., Foundery Books (General Board of Higher Education and Ministry, UMC), 2018.



**Xavier Johnson**

Assistant Professor of Preaching in Black Churches

Expertise: Preaching and Black Church Studies

Education: BA, University of South Florida (2005)  
MA, University of South Florida (2008)  
MATS, Liberty Baptist Theological Seminary (2011)  
DMin, Virginia Theological Seminary (2019)

Select Publications: (Aküm Longchari, Feraz Legita, and Angelique Walker-Smith)  
“Loving Our Neighbors: A Timely Contextual and Advocacy Approach to Addressing Hunger and Poverty”. Position paper written for the Baptist World Alliance, Hunger and Poverty Working Group. July, 2022.

“The Transformative Power of Black Preaching” in Transformative

Spiritualities for the World Council of Churches, Pilgrimage of Justice and Peace-Theological Study Group. June, 2022.

"The Problem with Giving 'Til It Hurts" in Insights for the Lake Institute on Faith and Giving, IUPUI- Lily Family School of Philanthropy. August, 2021.

"Paradigm Shift: Thinking About the Future of the Church in a Post Pandemic World" in A Holistic Mission Guide: The Church's Response in Times of Crisis for the Baptist World Alliance, Global Ministry Resource. May, 2021.

"Leadership at the Intersection of Call and Identity: African-American Clergy Leadership in the 21st-Century" in Listening: Journal of Communication Ethics, Religion, and Culture. Fall, 2020



**Vivian L. Johnson**

*Professor of Old Testament*

*Associate Dean for Academic Affairs*

Expertise: Biblical Hebrew and literary interpretations of biblical stories, especially those pertaining to women, ancient Near Eastern cultures, and the history of interpretation of David

Education: BA, Wesleyan University (1990)  
MTS, Harvard Divinity School (1993)  
PhD, Harvard University (2005)

Select Publications: *David in Distress: His Portrait Through the Historical Psalms* (T. & T. Clark, 2009)  
"The Letter of Jeremiah," in *Biblia Africana* (Augsburg Fortress, 2009)



**Scott Kisker**

*Professor of the History of Christianity*

*Associate Dean of Academic Programs*

Expertise: Wesleyan and Pietist studies

Education: BA, Swarthmore College (1989)  
Mdiv, Duke University (1993)  
PhD, Drew University (2003)

Select Publications: *The Band Meeting* (2017)  
*Longing for Spring: A New Vision for Wesleyan Community*, co-authored with Elaine Heath (2010)  
*Mainline or Methodist? Recovering Our Evangelistic Mission* (2008)  
*Foundation for Revival: Anthony Horneck, the Religious Societies, and the Rise of an Anglican Pietism* (2007)



**Anthony Le Donne**  
Professor of New Testament

Expertise: Historical Jesus, Jewish-Christian relations, social memory theory

Education: BA, Trinity Western University (1999)  
Diploma in Christian Studies, Regent College (2000)  
MA, Trinity Western University (2002)  
PhD, Durham University, UK (2007)

Select Publications: *The Historiographical Jesus: Memory, Typology and the Son of David* (Baylor University Press, 2009)  
*The Fourth Gospel in Ancient Media Culture* (T. & T. Clark, 2011)  
*Historical Jesus: What Can We Know and How We Can Know It?* (Eerdmans, 2011)  
*Jesus, Criteria, and the Demise of Authenticity* (T. & T. Clark, 2012)  
*Soundings in the Religion of Jesus: Perspectives and Methods in Jewish and Christian Scholarship* (Fortress, 2012)  
*The Wife of Jesus: Ancient Texts and Modern Scandals* (One World Publications, 2013)  
*Near Christianity: How Journeys along Jewish-Christian Borders Saved my Faith in God* (Zondervan, 2016)  
*Jesus: A Beginner's Guide* (Oneworld, 2018)



**Andrew Sung Park**  
Professor of Theology and Ethics

Expertise: Systematic Theology, the doctrine of the Holy Spirit, church transformation, the doctrine of the Trinity, suffering (Han) and holistic healing, Christian mystics, science and theology, racial healing, and anointing and social holiness.

Education: BA, Seoul Methodist Theological University  
Mdiv, Denver Seminary/The Iliff School of Theology  
MA, The Claremont School of Theology  
PhD, Graduate Theological Union at Berkeley

Select Publications: *The Wounded Heart of God* (Abingdon, 1993)  
*Racial Conflict and Healing* (Orbis, 1996)

*The Other Side of Sin* (State University of New York Press, 2001)  
*From Hurt to Healing* (Abingdon, 2004)  
*Triune Atonement: Christ's Healing for Sinners, Victims, and the Whole Creation* (John Knox/Westminster, 2009)  
*The Destiny of Suicides: Eight Types, Bullying, and Hope* (Amazon Kindle, 2018)  
*A Big Picture of Heaven and Hell: Christian Mystics and Near-Death Experiencers* (Createspace, 2018)



**David F. Watson**

*Academic Dean and Senior Vice President for Academic Affairs*  
*Professor of New Testament*

Expertise: Biblical Studies and Theological Interpretation of Scripture

Education: BA, Texas Tech University (1993)  
Mdiv, Perkins School of Theology, Southern Methodist University (1997)  
PhD, Southern Methodist University (2005)

Select Publications: *Key United Methodist Beliefs* (Abingdon, 2013)  
*Wesley, Wesleyans, and Reading Bible as Scripture* (Baylor University Press, 2012)  
*Honor Among Christians: The Cultural Key to the Messianic Secret* (Fortress, 2010)  
*Scripture and the Life of God* (2017)

## **Affiliate Faculty**

**Mark Boda**

BTh, Ambrose University (Canadian Bible College)  
MDiv, Westminster Theological Seminary  
PhD, University of Cambridge

**Rosario Picardo**

BA, Houghton College (2003)  
MDiv, Asbury Theological Seminary (2007)  
DMin, United Theological Seminary (2014)  
MBA, Dakota Wesleyan University (2021)

**Adam Wirrig**

BA, Cedarville University (2003)  
MTS, United Theological Seminary (2011)  
PhD, University of Aberdeen (2017)

## **Adjunct Faculty**

### **Estrela Alexander**

Adjunct Instructor in Global Pentecostal House of Study

### **Michael Beck**

Adjunct Instructor in Fresh Expressions

### **Samuel Blanco II**

Adjunct Instructor in Global Methodist History and Polity in Spanish

### **Ben Boeckel**

Adjunct Instructor in Old Testament

### **Young Bong Kim**

Adjunct Instructor in New Testament in Korean

### **Young Bum Park**

Adjunct Instructor in Theology in Korean

### **Jason Bunger**

Adjunct Instructor in Biblical Interpretation

### **Jesus Huerta**

Adjunct Instructor in Worship in Spanish

### **Rebekah Clapp**

Adjunct Instructor in Interreligious Intercultural Encounter

### **Rachel Coleman**

Adjunct Instructor in New Testament in Spanish

### **Ben Day**

Adjunct Instructor in Discipleship in Spanish

### **Phyllis J. Ennist**

Adjunct Instructor in Online Teaching and Website Design

### **Yunho Eo**

Adjunct Instructor in Global Methodist Theology and Polity in Korean

### **Tino Espinoza**

Adjunct Instructor in Spanish Old Testament

### **Guillermo Flores**

Adjunct Instructor in Wesleyan Theology and Preaching in Spanish

**Ileana Flores**

Adjunct Instructor in New Testament in Spanish

**Michael Frencher**

Adjunct Instructor in AME Zion House of Study

**Reinaldo Gracia**

Adjunct Instructor in Evangelism in Spanish

**Tom Hanover**

Adjunct Instructor in Global Methodist History and Polity

**Rini Hernandez**

Adjunct Instructor in History in Christianity in Spanish

**Brian Hodges**

Adjunct Instructor in Full Gospel Baptist Fellowship Courses

**Charles Insun Yoon**

Adjunct Instructor in Methodist History in Korean

**Seok Jeon**

Adjunct Instructor in Church Renewal and Evangelism in Korean

**Seeyong Lee**

Adjunct Instructor in Pastoral Care and Counseling in Korean

**Sungho Lee**

Adjunct Instructor in United Methodist Courses in Korean

**James Mallory**

Adjunct Instructor in Theological Writing and Reading

**Tesia Mallory**

Adjunct Instructor in Worship

**Sung Man Kim**

Adjunct Instructor in Protestant Reformation in Korean

**Ingrid Martinez**

Adjunct Instructor in Worship in Spanish

**Eliseo Mejia**

Adjunct Instructor in Theology in Spanish

**Woo Min Lee**

Adjunct Instructor in Old Testament in Korean

**Seung Mok Choi**

Adjunct Instructor in Apologetics in Korean

**Sang Mok Lee**

Adjunct Instructor in New Testament in Korean

**Claudette Morgan-Scott**

Adjunct Instructor in Jabula Luminary House of Study Courses

**Cesia Mortera**

Adjunct Instructor in New Testament in Spanish

**Sue Nilson Kibbey**

Adjunct Instructor in Leadership

**Theophilus Olaorus**

Adjunct Instructor in Church Renewal

**Changhoon Park**

Adjunct Instructor in Church History in Korean

**Sangdae Park**

Adjunct Instructor in Worship in Korean

**Gil Pyo Lee**

Adjunct Instructor in Church Renewal and Mission in Korean

**Keith O'Neil**

Adjunct Instructor in Jabula Luminary Course

**Juan Quintanilla**

Adjunct Instructor in United Methodist Courses in Spanish

**Jorge Jorge Riano**

Adjunct Instructor in Worship in Spanish

**Evan Rohrs-Dodge**

Adjunct Instructor in Pastoral Care and Counseling

**Jaesung Ryu**

Adjunct Instructor in Theological Reading and Writing in Korean

**Rebecca Seungyoun Jeong**

Adjunct Instructor in Advanced Preaching in Korean

**Yung Sim Kim**

Adjunct Instructor in Church Stewardship in Korean

**Travis Stevick**

Adjunct Instructor in Wesleyan Theology

**Roxanne Torres**

Adjunct Instructor in Church Stewardship and Finance in Spanish

**Sung Il Yoo**

Adjunct Instructor in Global Methodist Courses in Korean



## **DMin Faculty Mentors**

Jorge Acevedo  
Michael Beck  
Frank Billman  
Brenda Braam  
Danielle Brown  
Dexter Cannon  
Young Cho  
Anita Coleman  
Leroy Cothran  
Kenneth Cummings  
William Curtis  
Dwayne Debnam  
Ian Dunn  
D. Anthony Everett  
Lee Fields, Jr.  
Larry Frank  
Chip Freed  
Charles Goodman  
James Henry Harris  
Donald Hilliard, Jr.  
C. Anthony Hunt  
Jamison Hunter  
Justus Hunter  
Embra Jackson  
Seok Jeon  
Sheila Johnson  
Christopher Michael Jones  
Brian Law  
Sungho Lee  
Sir Walter Mack, Jr.  
Jonathan McReynolds  
Charlotte McSwine  
Herbert Miller II  
David Nelson  
Sue Nilson Kibbey  
George L. Parks, Jr.  
Rosario Picardo  
Phillip Pointer  
Vance Ross  
J. Elvin Sadler  
Bryant Smith  
Lillian Smith  
Carl Solomon  
Moses Taiwo  
David Watson  
Lance Watson

Lisa Weah  
Terri Williams

### **DMIN Faculty Consultants**

Reggie Abraham  
Peter Bellini  
Cheryl Bridges Johns  
Pauline Buisch  
Darlene Cook  
Thomas Cotton  
Wendy Deichmann  
Ian Edwards  
Jonathan Hanover  
Madeline Henners  
Lisa Hess  
Sheila Hill  
Justus Hunter  
Xavier Johnson  
Vivian Johnson  
Tolly "Al" Kennon  
Scott Kisker  
Anthony Le Donne  
Will Leasure  
Woo Min Lee  
Mary McWilliams  
Aileen Maddox  
Tesia Mallory  
Yvette Lovett Martin  
Andrew Park  
Yoon Shin  
Kevin Taylor  
Garland Thompson  
Serena Wolfe

## **Bishop in Residence**

**Bishop James Swanson**  
United Methodist Church

## **Emeriti Faculty and Presidents**

**Thomas Boomershine**  
Professor Emeritus

**Thomas Dozeman**  
Professor Emeritus of Old Testament

**Richard Eslinger**  
Professor Emeritus of Homiletics and Worship

**Kathleen A. Farmer**  
Professor Emerita of Old Testament

**Harold Hudson**  
Associate Dean Emeritus for Doctoral Studies

**Tyron L. Inbody**  
Professor Emeritus of Theology

**Ai Ra Kim**  
Professor Emerita of Sociology of Religion

**Donald B. Rogers**  
Col. Robert Cowden Professor Emeritus of Christian Education

**Jerome Stevenson**  
Professor Emeritus of Pastoral Care

**Leonard Sweet**  
President Emeritus and Professor Emeritus of Church History

**Norman E. Thomas**  
Vera B. Blinn Professor Emeritus of World Christianity

**G. Edwin Zeiders**  
President Emeritus

## ***Board of Trustees***

**Rev. Dr. Michael A. Beck**

Wildwood, FL

**Dr. Michael Bowie, Jr.**

Humble, TX

**Mr. Michael Boyd**

Parkville, MO

**Rev. Dr. Robert E. Childress**

Richmond, TX

**Rev. Robert P. Coleman**

Franklin, IN

**Mr. Phillip F. Connolly**

Marysville, OH

**Dr. William Curtis**

Pittsburg, PA

**Rev. Dr. Cynthia Davis**

Memphis, TN

**Rev. Warren P. "Chip" Freed, Jr.**

Pepper Pike, OH

**Ms. Laura Henry Harris**

Columbia, KY

**Dr. James W. Holsinger Jr., Chair**

Lexington, KY

**Bishop Hee-Soo Jung**

Worthington, OH

**Dr. Thomas J. Lasley II, 2<sup>nd</sup> Vice Chair**

Centerville, OH

**Mr. Scott Laubie**

Dayton, OH

**Rev. Dr. Brian A. Law**

Springboro, OH

**Bishop J. Michael Lowry**  
Martinsburg, WV

**Rev. Dr. Sir Walter Lee Mack, Jr.**  
Clemmons, NC

**Rev. William M. Nicholas**  
Sugar Land, TX

**Sister Judy L. Niday**  
Dayton, OH

**Bishop Bruce Ough**  
Oconomowoc, WI

**Rev. Dr. Vance P. Ross**  
Atlanta, GA

**Rev. Dr. Ted L. Sauter**  
Marietta, GA

**Rev. Dr. Robert C. Scott**  
Charlotte, NC

**Rev. Dr. Michael B. Slaughter**  
Cincinnati, OH

**Mr. Steven R. Smith**  
Siloam Springs, AR

**Dr. Cinda Swan, 1<sup>st</sup> Vice Chair**  
Campbellsville, KY

**Bishop James Swanson**  
Atlanta, GA

**Mrs. Sarah Walters-Maher**  
Englewood, OH

**Bishop Lisa Weah**  
Baltimore, MD

**Bishop Mark Webb**  
Lancaster, PA

**Internal Trustees**

Dr. Kent Millard (President)

Dr. Lisa Hess (Faculty)

Rev. Tesia Mallory (Staff)

## **Administration and Staff**

### **Emily Barnes**

Graphic Designer

### **Michael Beck**

Director of the Fresh Expressions House of Study

### **Peter J. Bellini**

Director of Fire Academy & Specialized Certificates

### **Samuel Blanco**

Assistant Director of Contextual Ministries in Spanish

### **Marc Bostwick**

Instructional Technology Administrator

### **Cheryl Bridges Johns**

Director of Global Pentecostal House of Study

### **Marcia Byrd**

Director of Financial Aid and Scholarships

### **Shirlita Carson**

Accounting Manager and Student Billing Administrator

### **Chad Clark**

Assistant Dean for Student Success

### **Karen Clark**

Registrar

### **Ken Cochrane**

Director of the Library

### **Mark Condy**

O'Brien Library Collection Manager

### **Wendy Deichmann**

Director of the Center for the Evangelical United Brethren Heritage

### **Destini Edmond**

Executive Assistant for the President; Secretary to the Board of Trustees

### **Ileana Flores**

Assistant Director of the Hispanic House of Study  
Coordinator of General Certificate Programs

**Michael Frencher**

Director of AME Zion House of Study

**Kimberly Hamby**

Executive Assistant to the Academic Dean  
Administrative Assistant for the Fire Academy

**Elaine Hawley**

Director of the Houses of Study

**Madeline Henners**

Assistant Professor in the Practice of Contextual Ministries, Director of the IRB

**Harol Hudson**

Associate Dean Emeritus for Doctoral Programs

**Justus Hunter**

Director of the ThD Program

**Rachel Hurley**

Director of Communications

**Marie Hutchinson**

Creative Specialist for the Bishop Bruce Ough Innovation Center

**Sooa Hwang**

Admissions Associate for International Students

**Heather Jallad**

Administrative Assistant for the Fresh Expressions Certificate Program

**Amy Jennings**

Marketing Analyst

**Seok Jeon**

Director of Korean House of Study

**Vivian Johnson**

Associate Dean for Academic Affairs

**Scott Kisker**

Associate Dean for Academic Programs

**Summer Lee**

Social Media and Digital Specialist

**Saneta Maiko**



Director of the African House of Study

**Jimmy Mallory**

Writing Center Coordinator

**Tesia Mallory**

Dean of the Chapel; Director of Worship and Community Life

**Lyndsey Maloney**

Director of Information Technology

**Eliseo Meija**

Academic Oversight Office for the Hispanic House of Study

**Christian Messer**

Chief Information Officer

**Kent Millard**

President

**Claudette Morgan-Scott**

Director of the Jabula Luminary House of Study

**Sue Nilson Kibbey**

Director of the Bishop Bruce Ough Innovation Center

**Jorge Ochoa**

Director of the Hispanic House of Study and Spanish Certificate Program

**LaLonne Parish**

Receptionist

**Sungkyoon Park**

Assistant Director of Contextual Ministries in Korean

**Karen Payne**

Chief Marketing and Accreditation Officer

**Callie Picardo**

Vice President for Development

**Heidi Reynolds**

Admissions Associate and Program Coordinator for the Doctor of Theology Program

**Cameron Robb**

Online Course Manager

**Jodi Rose**

Accounts Payable and Payroll Administrator

**Elvin Sadler**

Associate Dean for Doctoral Studies

**Trista Sears**

Distance Learning Tech

**Heather Shellabarger**

Director of Distance Education

**Tamarah Shepherd**

Student Billing Coordinator

**Yoon Sun Shin**

Senior Director for International Students

**Greg Stover**

Director of the Global Methodist House of Study

**Steven L. Swallow**

Vice President for Finance and Administration

**Bishop James Swanson**

Bishop-in-Residence

**Anthony Thomas**

Innovation Scout

**David F. Watson**

Academic Dean and Vice President for Academic Affairs

**Harriet Watson**

Director of Development and Alumni/ae Relations

**Lisa Weah**

Director of Full Gospel House of Study

**Bridget Weatherspoon**

Vice President for Enrollment

**Adam Wirrig**

Director of Master of Theological Studies

**Andy Wood**

EUB Archivist and Research Historian for the O'Brien Library

**Mandy Wood**

Development Accountant

**Deanna York**

Administrative Coordinator for Doctoral Studies

# Course Catalog

## Doctoral Level Courses of Instruction

### BIBLICAL STUDIES

#### NEW TESTAMENT

##### **NT803 The Gospel of Mark (3)**

Explores the Gospel of Mark from historical, social-scientific and literary perspectives, with attention to important theological themes within the narrative.

##### **NT822 Wesleyan Biblical Interpretation (3)**

Explores Biblical interpretation in the Wesleyan tradition. Students will examine the task and processes of biblical interpretation in the writings of John Wesley and in contemporary scholarship. Prerequisite: Introduction to the New Testament or Introduction to the Old Testament.

#### OLD TESTAMENT

##### **OT809 1-2 Samuel (3)**

Studies 1-2 Samuel in their historical, literary, and canonical contexts.

##### **OT831 Minor Prophets (3)**

Studies the twelve prophetic books that constitute the Minor Prophets. The course will explore different historical contexts in which the books are written and their present literary design in the canon as the Book of Twelve.

### HISTORY AND THEOLOGY

#### CHRISTIAN HISTORY

##### **CH808 American Christianity (3)**

Surveys major developments in Christian institutions, life and thought in the history of the United States.

##### **CH826 History of Christian Doctrine: Early and Medieval (3)**

Examines Christian doctrine and theology as it developed from the early church to the high Middle Ages.

##### **CH827 History of Christian Doctrine: Modern (3)**

Examines Christian doctrine and theology as it developed from the late middle ages to the present.

#### THEOLOGY

##### **TH826 History of Christian Doctrine: Early and Medieval (3)**

Examines Christian doctrine and theology as it developed from the early church to the high Middle Ages.

**TH827 History of Christian Doctrine: Modern (3)**

Examines Christian doctrine and theology as it developed from the late Middle Ages to the present.

**TH838 Wesleyan Theology (3)**

Examines the shape and contents of the Wesleyan theological tradition to the present day, beginning with the sermons, hymns, and occasional writings of John and Charles Wesley.

**TH839 The Theology for the Wounded (3)**

Explores the healing journey for the wounded: treading the woundedness (han), shame, anger, resistance, forgiveness, justice, healing, and jubilee, and examines a caring journey for the salvation of offenders: sin, guilt, anger, repentance, forgiveness, justification, holiness, and perfection.

**SPECIFIC DEGREE REQUIREMENTS****REQUIRED COURSES AND COLLOQUIES****DMN810 Doctoral Semester 1 (10)**

Phase 1 Doctoral Intensive, Peer Seminar 1 and 2.

**DMN820 Doctoral Semester 2 (10)**

Semester 2 Doctoral Intensive, Peer Seminar 3 and 4. This course has DMN810 Doctoral Semester 1 as a pre-requisite.

**DMN830 Doctoral Semester 3 (10)**

Semester 3 Doctoral Intensive, Peer Seminar 5 and 6. Doctoral Semester 1 & 2 are pre-requisites to this course.

**DMN840 Doctoral Semester 4 (10)**

Semester 4 Doctoral Intensive, Peer Seminar 7 and 8. Candidacy Review Stage. Doctoral Semesters 1, 2, & 3 (DMN810, DMN820, & DMN830) are pre-requisite to this course.

**DMN900 Doctoral Hold**

Student has been granted "hold" status for the semester.

**DMN910 Doctoral Semester 5 (10)**

Semester 5 Doctoral Intensive. Doctoral Semester courses 1, 2, 3, & 4 (DMN810, 820, 830, & 840) are pre-requisites to this course.

**DMN920 Doctoral Semester 6 (10)**

Semester 6 Doctoral Intensive, Final Examination. Doctoral Semester courses 1, 2, 3, 4, & 5 (DMN810, 820, 830, 840, & 910) are all pre-requisites to this course.

**DMN930 Doctoral Semester Continuation**

Continuation of document writing/research for students who have completed five phases.

**THD800 Advanced Theological Research and Methodology (3)**

Develops students' research skills for theological inquiry, exposes students to research methods and resources, and as a final project has students develop a literature review on a topic in their relevant field of study.

**THD801 Scholarship for Church Renewal (3)**

Examines the biblical, historical, theological, socio-cultural, and practical foundations for church renewal that leads to mission. It enables students to think creatively about the state of the church in the modern West, the growth of the church in the Global South, and mission in a global context. Considers the place of scholarship in the work of church renewal and mission.

**THD802 Research Colloquy (3)**

Develops students' research skills for theological inquiry, exposes students to research methods and resources, with a goal of equipping students to prepare the dissertation proposal. Students prepare and present a preliminary literature review and prepare a plan of research in light of their research interests.

**THD803 Comprehensive Examination Seminar (3)**

Develops students' research skills for theological inquiry, exposes students to research methods and resources, with a goal of equipping students to defend their literature review and proposal in the Comprehensive Examination. Students prepare and present a literature review and dissertation proposal to classmates.

**THD804 Independent Readings I (3)**

Special or advanced reading in areas not covered by regular courses in the curriculum.

**TH805 Independent Readings II (3)**

Special or advanced reading in areas not covered by regular courses in the curriculum.

**THD900 Dissertation I (3)**

Doctor of Theology students register for this course the semester immediately following successful completion of Comprehensive Examinations.

**THD901 Dissertation II (3)**

Doctor of Theology students register for this course the semester immediately following successful completion of Comprehensive Examinations.

**THD902 Dissertation Continuation (0)**

Doctoral Students register for this for zero credits during terms in which they are continuing work on a dissertation but the required number of dissertation credits for the program has already been met.

## **SEMINARY NON-CREDIT REQUIREMENTS**

### **SS502 Online Doctoral Student Orientation (0)**

Online orientation for new doctoral degree candidates. Students complete entering student questionnaire. Completion is required to register for a second semester.

### **SS503 Online ThD Student Orientation (0)**

Orients new Doctor of Theology degree candidates to United's online environment. Students complete Entering Student Questionnaire. *Completion is required to register for a second term.*

### **SS900 Doctoral Graduation Survey (3)**

Students complete the Graduating Student Questionnaire. Students must register for this course in their final semester. Questionnaire must be completed at least two weeks before graduation.

## **Masters Level Courses of Instruction**

### **BIBLICAL STUDIES AREA**

#### **BIBLE**

#### **BI501 Low Impact Hebrew and Greek (3)**

Introduces the basic terminology of language study, the Hebrew and Greek alphabets, and the most commonly used Hebrew and Greek vocabulary in the Bible. This class is designed for teachers and preachers who have no prior knowledge of biblical languages.

#### **BI610 The Holy Spirit in Scripture (3)**

Engages key texts related to the work of the Holy Spirit in the Old and New Testaments.

#### **BI611 Biblical Interpretation (3)**

Offers an overview of major biblical themes and will allow students to refine skills of biblical interpretation, exegesis, and critical engagement.

#### **BI614 Preaching Across the Bible (3)**

Guides students in moving from biblical text to sermon. Students will preach from diverse genres of biblical literature across both the Old Testament and New Testament.

#### **BI622 Wesleyan Biblical Interpretation (3)**

Explores Biblical interpretation in the Wesleyan tradition. Students will examine the task and processes of biblical interpretation in the writings of John Wesley and in contemporary scholarship. *Prerequisite: Introduction to the New Testament or Introduction to the Old Testament.*

**BI630 History of Biblical Interpretation (3)**

Surveys key figures, methods, and trends in the history of interpretation from the time of the canonical Gospels to the present.

**BI639 Women in Biblical Narrative (3)**

Explores several key female characters who feature in biblical narratives with attention to their socio-cultural backgrounds, portrayals, and impacts.

**NEW TESTAMENT****NT500 Introduction to the New Testament (3)**

Provides an overview of the four canonical Gospels, the Acts of the Apostles, the Epistles, and the Revelation in the New Testament. Students will engage the literary, cultural, and historical issues that bear on the interpretation of the texts.

**NT601 The Gospel of Matthew (3)**

Explores the Gospel of Matthew from historical, social-scientific and literary perspectives, with attention to important theological themes within the narrative.

**NT602 The Gospel of Luke (3)**

Explores the Gospel of Luke from historical, social-scientific and literary perspectives, with attention to important theological themes within the narrative.

**NT603 The Gospel of Mark (3)**

Explores the Gospel of Mark from historical, social-scientific and literary perspectives, with attention to important theological themes within the narrative.

**NT604 The Gospel of John (3)**

Explores the Gospel of John from historical, social-scientific and literary perspectives, with attention to important theological themes within the narrative.

**NT605 The Synoptic Gospels (3)**

Introduces the first three books of the New Testament with attention to their intertextual relationships, distinct portraits of Jesus, and historical contexts.

**NT606 Corinthian Correspondence (3)**

Seeks to understand the Apostle's involvement with the Corinthians, the problems that beset that church and the theological implications of the letters.

**NT609 Preaching Parables (3)**

Explores biblical parables and their use in the preaching of Jesus with a focus on contemporary homiletical application.

**NT615 Historical Jesus (3)**

Examines various proposals regarding the mission and teachings of the historical Jesus, as well as certain theological proposals regarding Jesus' significance.



**NT619 Sayings of Jesus (3)**

Studies several primitive sources for the sayings of Jesus with special emphasis on his storytelling and preaching. Students will examine the communities that remembered and passed on these sayings and into the message of the historical Jesus.

**NT622 Wesleyan Biblical Interpretation (3)**

Explores Biblical interpretation in the Wesleyan tradition. Students will examine the task and processes of biblical interpretation in the writings of John Wesley and in contemporary scholarship. Prerequisite: Introduction to the New Testament or Introduction to the Old Testament.

**NT634 Apocalypse of John (3)**

Examines the Apocalypse of John exegetically and theologically in light of current scholarship.

**NT647 Romans (3)**

Examines the theology, historical context and ethical import of Paul's letter to the Romans. The course shall consider recent theological and exegetical debates related to the interpretation and application of Romans.

**NT648 The New Testament and Suffering (3)**

Introduces the importance of suffering as a theological and exegetical concept. Attention will be given to how (1) the New Testament represents suffering, (2) the New Testament can be used to navigate personal and corporate suffering and (3) the New Testament has been used to perpetrate suffering.

**NT691 Greek 1 (3)**

Covers elementary Greek grammar, with practice in translation and introductory attention to exegesis.

**NT692 Greek 2 (3)**

Continues the study of Greek grammar, translation and exegesis, including the study of the Greek texts of selected New Testament passages. *Prerequisite: Greek 1.*

**OLD TESTAMENT****OT500 Introduction to the Old Testament (3)**

Provides an overview of the Pentateuch, Prophets, Psalms, and Wisdom Literature in the Old Testament. Students will engage the literary, cultural, and historical issues that bear on the interpretation of the texts.

**OT601 Jeremiah (3)**

Offers a multi-critical study of the book of Jeremiah. Interpretation will include the history of scholarship and the role of the book in the formation of Christian tradition.

**OT602 The Pentateuch (3)**

Offers a multi-critical study of the first five books of the Old Testament. Interpretation will include the history of scholarship and the role of the Pentateuch in the formation of Christian tradition.

**OT603 Genesis (3)**

Studies the history of composition and present literary design of the book of Genesis.

**OT605 Exodus (3)**

Studies the history of composition and present literary design of the book of Exodus.

*Prerequisite: Introduction to the Old Testament.*

**OT606 Judges (3)**

Studies the history of composition and present literary design of the book of Judges.

*Prerequisite: Introduction to the Old Testament.*

**OT608 Psalms (3)**

Explores the Book of Psalms as a catalyst for personal devotion and contemporary ministry, giving attention to its original form and function within a worshipping and reading community. Opportunities will be provided to hone skills for interpreting Hebrew poetry for life today and create contemporary expressions based on the Psalms' themes and forms.

**OT609 1-2 Samuel (3)**

Studies 1-2 Samuel in their historical, literary, and canonical contexts.

**OT613 Leviticus (3)**

Studies the history of composition and present literary design of the book of Leviticus.

*Prerequisite: Introduction to Old Testament*

**OT643 Isaiah (3)**

Offers a multi-critical study of the book of Isaiah. Interpretation will include the history of scholarship and the role of the book in formation of Christian tradition.

**OT646 Holiness and Ministry (3)**

Studies holiness in the Old Testament and its relevance for the contemporary church.

**OT691 Hebrew 1 (3)**

Introduces the basic elements of Biblical Hebrew.

**OT692 Hebrew 2 (3)**

Continues the study of Biblical Hebrew from Hebrew 1. *Prerequisite: Hebrew 1.*

## **HISTORICAL AND THEOLOGICAL STUDIES AREA**

### **CHRISTIAN HISTORY**

**CH501 Introduction to Church History I (3)**

Introduces Christian History from its beginnings through the medieval period.

Students will study developing institutional structures, practices and beliefs, as well as significant leaders and events in both primary and secondary sources.

**CH502 Introduction to Church History II (3)**

Introduces the history of Christianity from medieval through the end of the twentieth century. Students will study developing institutional structures, practices, and beliefs as well as significant leaders and events in both primary and secondary sources.

**CH603 John Wesley (3)**

Investigates the life, thought and historic role of John Wesley.

**CH605 Pietism (3)**

Traces the rise, development and decline of Pietism in Protestantism from the 17<sup>th</sup> to the 19<sup>th</sup> century.

**CH607 Women in Christian History (3)**

Surveys women in Christian history from the beginning of the Church to the present by examining their roles and contributions. Special attention will be given to women's leadership as laity & clergy.

**CH608 American Christianity (3)**

Surveys major developments in Christian institutions, life and thought in the history of the United States.

**CH609 Methodism as Revival Movement (3)**

Explores the development of Methodism as revival movement from the Wesley's to the present.

**CH614 African American Church (3)**

Explores the origins, emergence and continuing development of the African-American church in its various forms.

**CH616 Holiness, Pentecostal and Charismatic Renewal Movements (3)**

Examines the history and theology of the Holiness, Pentecostal and Charismatic renewal movements with a view toward the work of renewal today.

**CH617 The Church Before AD313 (3)**

Examines the history and developing organization and theology of the Christian movement prior to the Edict of Milan in AD313, which legalized Christianity in the Roman Empire.

**CH619 Christian Mystics (3)** Explores the mystical experiences of exemplary mystics from the medieval and modern eras, highlighting their understandings of eternity, the Divinity, the Trinity and spiritual journey.

**CH620 Medieval Christian Life and Thought (3)**

Investigates historical and theological themes and/or figures of the Middle Ages.

**CH626 History of Christian Doctrine: Early and Medieval (3)**

Examines Christian doctrine and theology as it developed from the early church to the high Middle Ages.

**CH627 History of Christian Doctrine: Modern (3)**

Examines Christian doctrine and theology as it developed from the late middle ages to the present.

**CH630 History of Biblical Interpretation (3)**

Surveys key figures, methods, and trends in the history of interpretation from the time of the canonical Gospels to the present.

**CH650 Augustine (3)**

Explores Augustine of Hippo's life and thought.

**CH651 Protestant Reformation (3)**

Examines the history and theology of the Magisterial, Radical and Catholic 16<sup>th</sup> - century European Reformations.

**CH652 History of Methodism (3)**

Focuses on significant individuals and decisive events in the history of Methodism, including origins of its doctrinal and missional identity. Together with TH651, it meets in full Disciplinary requirements for United Methodist History, Doctrine, and Polity for United Methodist Church.

**CH654 History of Christian Doctrine (3)**

Examines Christian doctrine and theology as it developed from the early church to the present.

**CH659 Reformed History and Theology (3)**

This course will examine the history and development of the Reformed Tradition from the sixteenth century to the present. This course will help people prepare for Presbyterian ordination exams.

**CH679 The Evangelical United Brethren (3)**

Examines the historic heritage of the Evangelical United Brethren Church, its parent denominations and the ecclesiastical outgrowths of that tradition.

**DENOMINATIONAL STUDIES**

**DN512 United Methodist Doctrine and Polity (3)**

Focuses on characteristic doctrines and polity of The United Methodist Church. These include: 1) The doctrinal standards of The United Methodist Church and 2) The contemporary expressions of the polity, discipline, practice and mission of The United Methodist Church. Together with CH652, it meets in full the Book of Discipline requirement for United Methodist history, doctrine and polity.

**DN522 Baptist Polity and History (3)**

Deals with the local church, autonomy, the "association" principle and secular parliamentary procedure in local church business meetings and pastoral authority.

**DN523 Baptist Theology: Doctrine, Ethics, and Witness (3)**

Studies the basic history and characteristic doctrines of the Baptist heritage.

**DN532 The AME Zion Church Leadership, Administration, Polity, and Practice (3)**

Examines the principles of leadership development, church administration, and the polity and practice of episcopal ministry from an African Methodist context.

**DN533 History of the AME Zion Church (3)**

Explores the history of The African Methodist Episcopal Zion Church and its richness and relevance to the Wesleyan movement in America and beyond.

**DN534 The AME Zion Church Revitalization, Growth, and Sustainability (3)**

Equips and empowers leaders to ignite church revitalization, while defining and developing systems to maintain and foster further growth within an African Methodist context.

**DN542 Global Methodist Theology and Polity (3)**

Explores characteristic features of Wesleyan theology with a central focus on the working of God's grace through the *ordo salutis/via salutis* (order/way of salvation), and special and ordinary means of grace. Students will study polity, discipline, practice, and missions of the Global Methodist Church.

**DN552 Full Gospel Distinctives (3)**

Covers the S.H.I.F.T. paradigm that informs our theology and praxis of operating in the fullness of the power that Jesus Christ left when He returned to glory. The Full Gospel Baptist Church Fellowship is a Christian reformation built on the foundational pillars of Sustainability, Holiness, Innovation, Family, and Transcendence, or "S.H.I.F.T." for short

**DN553 Full Gospel Worship and Liturgy (3)**

Teaches the characteristics of Full Gospel worship and liturgy. The Full Gospel Baptist Church Fellowship has historically been known for its impact on worship culture world-wide.

**DN554 Handling SHIFTS in Church (3)**

Investigates how Jesus responded to change, explores strategies for handling shifts, and examines the S.H.I.F.T. (Sustainability, Holiness, Innovation, Family, and Transcendence) platform of the Full Gospel Baptist Church Fellowship as it relates to leading through change.

**THEOLOGY****TH500 The Craft Theological Thinking, Reading, and Writing (3)**

Strengthens students' thinking, reading, researching, and writing abilities by teaching the skills necessary to develop and articulate theological arguments.

**TH502 Introduction to Theology (3)**

Introduces the basic categories of systematic theology, such as revelation, God, creation, sin, Christology, pneumatology, soteriology, ecclesiology, sacraments and eschatology.

**TH510 Theological Research and Methodology (3)**

Develops students' research skills for theological inquiry, exposes students to research methods and resources, and as a final project has students develop a thesis or project proposal for their MTS degree.

**TH601 Doctrine of the Holy Spirit (3)**

Examines classical and modern pneumatologies, the Charismatic Movement and the emergence of new theologies of the Spirit to develop a viable "Theology of the Holy Spirit."

**TH602 Christian Ethics (3)**

Explores sociological, political and economic factors that influence decision-making, critical issues and theological perspective related to decision making and contemporary perspectives resulting from cultural change.

**TH603 Philosophical Foundations for a Christian Worldview (3)**

Explores the ways in which philosophy can support Christian apologetics and theology. We will examine classical and contemporary approaches to solving the perennial problems of philosophy as they relate to theology and evangelism, including the existence of God, the knowledge of God, the relationship between faith and reason, religious language, the problem of evil, freewill versus determinism, the mind-body problem, religious diversity, and other problems.

**TH605 Theology and Science (3)**

Explores several areas of science and theology, including evolution/creation, time/space/eternity, superstring theory/miracle, quantum theory/predestination, and brain science/deliverance.

**TH606 Contemporary Disability Theology (3)**

Gives students the chance to work with some of the most recent works in the field and consider how studies of the senses inform our understanding of disability in the Bible and in practice. Alongside academic lectures, students will address practical issues on a range of topics designed to equip them for their ministry.

**TH607 The Trinity in the Bible and Theology (3)**

Explores the belief in the Trinity as presented in the Bible and theology. While the doctrine was formed in the fourth century, early Christians held a belief in the triune God from the first century. We will delve into the biblical triune God.

**TH608 Christology and Soteriology (3)**

Focuses on the meaning and role of Jesus Christ in Christian theology, concentrating on the Christologies of classical and/or major contemporary theologians along with topical issues in current Christology.

**TH610 Church and Spiritual Renewal through Theological Transformation (3)**

Explores efforts to renew the church through theological and spiritual renovation. Participants will focus on healing and holiness under the guidance of the Holy Spirit.

**TH615 Black Theology (3)**

Provides an overview of the religion, history and culture of people of African descent in the United States and the way Black people historically have tapped into a pre-enlightenment understanding of God that unites sacred and secular. Students will gain an understanding of how Black folks construe their relationship with God to liberate them in the midst of hostile oppressions.

**TH616 Renewal Theology (3)**

Introduces the theological foundations for understanding Global Charismatic Christianity in its many forms. Special attention will be paid to pneumatology, missiology and practical theology. *Prerequisite: Church Renewal for Mission.*

**TH617 The Church Before AD313 (3)**

Examines the history and developing organization and theology of the Christian movement prior to the Edict of Milan in AD313, legalizing Christianity in the Roman Empire.

**TH619 Christian Mystics (3)**

Explores the mystical experiences of exemplary mystics from the medieval and modern eras, highlighting their understandings of eternity, the Divinity, the Trinity and spiritual journey.

**TH622 Systematic Theology (3)**

Integrates students understanding of the Christian faith using major theological loci. *Prerequisite: Introduction to Theology.*

**TH625 Jewish Christian Dialogue (3)**

Constructively explores interfaith dialogue between Judaism and Christianity.

**TH626 History of Christian Doctrine: Early and Medieval (3)**

Examines Christian doctrine and theology as it developed from the early church to the high Middle Ages.

**TH627 History of Christian Doctrine: Modern (3)**

Examines Christian doctrine and theology as it developed from the late Middle Ages to the present.

**TH638 Wesleyan Theology (3)**

Examines the shape and content of the Wesleyan theological tradition to the present day, beginning with the sermons, hymns and occasional writings of John and Charles Wesley.

**TH639 Theology for the Wounded (3)**

Explores the healing journey for the wounded: treading the woundedness (han), shame, anger, resistance, forgivingness, justice, healing, and jubilee, and examines a caring journey for the salvation of offenders: sin, guilt, anger, repentance, forgivingness, justification, holiness, and perfection.

**TH650 Augustine (3)**

Explores Augustine of Hippo's life and thought.

## **PRACTICAL THEOLOGY AREA**

### **CONTEXTUAL MINISTRY**

**CM501 Field Education Unit 1 (0)**

Tracks one unit of field education for students in the MDiv, MACM, and MMin

**CM510 Contextual Ministry 1 (3)**

Engages students in field education, spiritual formation, and covenantal community, with focus upon personal, professional, and spiritual learning goals.

**CM511 Contextual Ministry 2 (3)**

Engages students in field education, spiritual formation, and covenantal community, with focus upon spiritual autobiography.

**CM601 Field Education Unit 2 (0)**

Tracks second unit of field education for students in the MDiv program.

**CM610 Contextual Ministry 3 (3)**

Helps students develop a theological understanding of Christian leadership within the context of their specific callings and arenas of ministry. *Prerequisite: Field Education Unit 1 and Contextual Ministry 1 and 2.*

**CM611 Contextual Ministry 4 (3)**

Invites students to recognize the value of ministry within covenantal relationships built on their theology of God. *Prerequisite: Field Education Unit 1 and Contextual Ministry 1 and 2.*

**CM620 Christian Interreligious and Intercultural Encounter (3)**

Prepares students to encounter practitioners of diverse religious traditions in various cultural settings with aim of deepening a confessionally Christian faith-practice. *This course meets the requirement for 'Mission of the Church in the World' as required by GBHEM. For MDiv students completion of coursework requires an intercultural trip (CM621). Prerequisites: Introduction to New Testament or Introduction to Old Testament, Contextual Ministry 1 or 2, and Introduction to Theology.*

**CM621 Immersion Experience (0)**

Tracks the intercultural trips for students to complete CM621 requirements. *Prerequisite: Methods of Interreligious and Intercultural Encounter.*



## **DISCIPLESHIP AND SPIRITUALITY**

### **DS604 Incarnate Faith for Lifelong Ministry (3)**

Examines Christian historical-theological resources of the incarnation, creation, and Spirit for reconsidering embodiment as sacred in service to the Body of Christ.

### **DS622 The Teaching Ministry of the Church (3)**

Equips students to fulfill their role as educational leaders in their ministry context. It reflects on biblical and theological sources in conversation with insights from relevant developmental theories and pedagogical considerations in a comprehensive and integrative manner, including the contextual nature of discipleship, helping students develop appropriate strategies for their ministry setting.

### **DS628 Youth Ministry (3)**

Introduces biblical and theological aspects of ministry with youth. Students will explore and sociological aspects of youth culture in order to create effective ministries to youth and families.

### **DS631 Online Teaching Strategies for Ministry Education (3)**

Covers online teaching strategies, community building, and evaluation of learning, using best practices and proven research.

### **DS632 Christian Spirituality (3)**

Introduces students to the study of Christian Spirituality with its theological roots and self-implicating method toward deepened spiritual maturity.

### **DS633 Spirituality in Ministry and Practice (3)**

Explores movements in spiritual life and ways in which spirituality is expressed in ministry through a community of learning and supervision that lead to a deeper understanding of the sources and expressions of spirituality.

### **DS634 Spiritual Direction (3)**

Examines the ancient discipline of spiritual direction as a particular form of guidance available to Christians within the community.

### **DS635 Practical Theology and the Arts (3)**

Examines several practical theological frameworks for understanding and engaging "the arts" toward their integration in congregational settings of Christian formation, preaching, teaching, and leadership.

### **DS659 Kingdom Prayer (3)**

Introduces the student to the theological principles of prayer, how to engage prayer effectively, and how informed prayer impacts society. Emphasis will be given to intercession, leadership of intercessory teams, and the use of spiritual mapping as a strategic tool of intercession.

## **EVANGELISM AND CHURCH RENEWAL**

### **ER501 Foundations for Evangelism (3)**

Examines the biblical, historical and theological roots for the message, methods and issues of spreading the Gospel through the ages. Fulfills UM disciplinary requirements.

**ER503 Church Renewal For Mission (3)**

Examines the biblical, historical, theological, socio-cultural, and practical foundations for church renewal that leads to mission. It enables students to think creatively about the state of the church in the modern West, the growth of the church in the Global South, and mission in a global context. Fulfills UM requirement for a course in missions.

**ER603 Philosophical Foundations for a Christian Worldview (3)**

Explores the ways in which philosophy can support Christian apologetics and theology. We will examine classical and contemporary approaches to solving the perennial problems of philosophy as they relate to theology and evangelism, including the existence of God, the knowledge of God, the relationship between faith and reason, religious language, the problem of evil, freewill versus determinism, the mind-body problem, religious diversity, and other problems.

**ER605 Urban Church Renewal (3)**

Offers a basic framework and skills needed to help facilitate renewal in the local urban church. Renewal theory will be examined from scriptural, theological, historical and missiological perspectives.

**ER610 Church and Spiritual Renewal through Theological Transformation (3)**

Explores efforts to renew the church through theological and spiritual renovation. Participants will focus on healing and holiness under the guidance of the Holy Spirit.

**ER615 Black Church Renewal (3)**

Examines the contemporary black church, including effective models of renewal.

**ER616 Renewal Theology (3)**

Introduces the theological foundations for understanding Global Charismatic Christianity in its many forms. Special attention will be paid to pneumatology, missiology, and practical theology. *Prerequisite: Church Renewal for Mission.*

**ER617 Renewal Ministry and Practice (3)**

Introduces the various types of ministries and practices within Global Charismatic Christianity. Special attention will be paid to ecclesiology, liturgy, worship, the problem of evil, divine healing, and the gifts of the Spirit. *Prerequisites: Church Renewal for Mission and Introduction to Theology.*

**ER618 Global Christianity and Renewal (3)**

Examines trends and currents that are shaping emerging global culture and Christianity and explores the challenges and opportunities these provide for authentic contextual Christian witness. *Prerequisite: Church Renewal for Mission.*

**ER650 Fresh Expressions of Church and Adventurer Ministry (3)**

Examines missional, contextual, formational, and ecclesial forms of church (fresh expressions), as well as the history and theology of the Fresh Expressions movement. Entrepreneurial and intrapreneurial giftings, effectual and causal logic, as well as praxis for incarnational church planting will be explored.

**ER651 Deep Roots, Wild Branches: The Blended Ecology of Church (3)**

Equips leaders, who will serve in established denominational or inherited systems, with the theology, methodology and praxis to work from that base to cultivate fresh expressions of ministry -- able to care for the center, while experimenting on the edge.

**ER652 Cultivating Contextual Intelligence (3)**

Explores the concept and cultivation of Contextual Intelligence (accurately diagnosing a context and making correct decisions regarding what to do). Cultivating CI is critical for leaders across multiple fields, including those working with fresh expressions of church. A framework will be suggested for application in the local church.

**ER653 Fresh Expressions of Discipleship, Evangelism, and Preaching (3)**

Explores discipleship, evangelism, and preaching in the mission-shaped church, including team-based, strengths-oriented, apprentice systems of discipleship. Biblical, historical, and theological roots for Gospel transmission will be examined, as well as contemporary methods and challenges.

**ER654 Incarnational Church Planting (3)**

Is a "how to" practitioner-oriented course in planting new Christian communities. Students will explore the necessary components for cultivating fresh expressions of the one, holy, catholic, and apostolic church.

**ER655 Ministry in a Digital Age (3)**

Examines a theological understanding of ministering in a digital age along with practical application to help students in taking their next steps toward meeting the needs of a changing world.

**ER673 Conference: Holy Spirit Seminar (3)**

Examines different aspects of the person and work of the Holy Spirit with a special emphasis on receiving practical skills for charismatic-oriented ministry. Requires attendance and participation in the Holy Spirit Seminar.

**ER684 Conference: X-Seminar (3)**

Teaches theology and practice of prayer and deliverance from evil. The course will be connected to The X-Seminar.

**ER692 Conference: Spirit & Truth (3)**

Helps leaders to understand why and how to engage their local churches, community, and world in the mission of God. It will help with basic missiological methodology and praxis in a post-Christendom culture. Students must attend the Engage: Spirit and Truth Conference.

### **ER693 Cross-Cultural Evangelism Seminar and Trip (3)**

In conjunction with World Methodist Evangelism's international evangelism seminars, develops students' conceptualization and practice of mission and evangelism in a cross-cultural setting. Requires attendance and participation in the international seminary (locations vary).

## **LEADERSHIP DEVELOPMENT**

### **LD510 Church Stewardship and Finance (3)**

Explores the biblical and theological background for stewardship and practical applications for funding the work of the local church.

### **LD511 Leadership for Ministry (3)**

Helps students cultivate a theological perspective and the preliminary skills necessary to lead congregations in the work of ministry and renewal.

### **LD516 Ministry in the City (3)**

Examines the dynamics of life in urban, metropolitan settings to develop leadership skills for ministry in these geographic areas

### **LD616 Leading Change (3)**

Emphasis will be given to the leader's roles as a change agent, consultant/coach, and counselor at the individual, group, organizational and enterprise levels. It addresses dynamics including first and second order change, transition, innovation, systems, and conflict.

### **LD620 Out of Poverty (3)**

Explores causes of poverty that destroys human flourishing and ways the church can assist the under resourced who often lack knowledge of the hidden assumptions of the workplace.

### **LD621 Leading Teams (3)**

Guides participants to think theologically about supervision of staff, committees, groups, teams, and leadership of a congregation/teams using theological reflection models applied to supervisory case material brought by class members.

### **LD640 Launching a New Church: Theory and Practice (3)**

Provides an introduction and overview of the process of launching a new church, including Biblical and Theological rational and practical application.

### **LD641 New Church Development: Post Launch (3)**

Explores the role of church planter post launch to create systems and structures to take people from being a visitor to a disciple. This will include strategies for integrating people in the life of the church plant.

### **LD660 Human Dignity and Human Justice (3)**

Helps church leaders sharpen their understanding of community synergy and stakeholder science and develop their voices for advocates as advocates for just practices and preservers of human dignity.

## **PASTORAL CARE**

### **PC507 Introduction to Pastoral Care Giving (3)**

Introduces several disciplines that form pastoral care giving, including understanding the human condition and learning basic skills of care giving in response to needs and crises in communities of faith and other contexts.

### **PC600 Introduction to Chaplaincy (3)**

Introduces the history, theology, and practice of chaplaincy and its contextual variations (hospice, hospital, behavioral health clinics, prison, military, etc.). The course also introduces students to clinical pastoral education competencies, the action-reflection model, writing verbatims, and the fundamentals of pastoral visitation, spiritual inventory, and charting.

### **PC601 Pastoral Theology (3)**

Explores the integration of theology with pastoral care through the use of case studies presented by class participants.

### **PC602 Introduction to the Practice of Inner Healing**

Focuses on the academic study and ministerial practice of inner healing in pastoral care and counseling. Special attention will be given to biblical and theological sources, and its development as a distinct movement within a practical theology of healing and deliverance.

### **PC604 Theories of Personality (3)**

Explores major theories of human personality, including schools of psychology, the medical model of contemporary psychiatry, and theological and pastoral perspectives.

### **PC607 Caring for Wounded Souls (3)**

Considers the care of souls at the margins of life where people face interpersonal or intimate partner violence, suicidal ideation, and other forms of hardship and existential crisis. Students will engage with biblical, theological, and psychological resources as they consider the power of Christian faith, hope, and love to transform lives marked by victimization and abuse.

### **PC616 Human Sexuality in the Context of Pastoral Care (3)**

Examines the place of human sexuality in wholeness and self-understanding, especially as it relates to the ministry of the church.

### **PC617 Trauma, Crisis, and Grief (3)**

Examines trauma, crisis, and grief counseling in the context of congregational and chaplaincy care, with special attention to the impact of crisis care on pastoral

caregivers and the importance of clergy self-care. We will also consider methods of intervention for people who have experienced loss, trauma, or natural disasters.

**PC618 Counseling Skills for Care Giving (3)**

Emphasizes counseling skills, psychological theory and technique, as well as pastoral theological reflection. Students will be involved in counseling skills outside of the class.

**PC619 Addiction and Recovery (3)**

Surveys the biological processes, emotional dependencies, and spiritual dimensions of drug addiction and alcoholism. Course participants will consider the challenges of providing pastoral care to individuals struggling with addiction, current conversations on treatment, healing, and deliverance, and reflect on the power of divine grace in the Christian tradition.

**PC622 Pastoral Care and Counseling and the Holy Spirit (3)**

Examines the person and work of the Holy Spirit in relation to pastoral self-care and the pastor's care for the congregation.

**PC623 Bioethics for Chaplaincy (3)**

Introduces participants to ongoing discussions about human dignity, abortion, assisted reproduction, genetic experimentation, and euthanasia to name a few. The aim of this course is to help students understand the contours of current debates in clinical settings and enable them to articulate their own beliefs in dialogue with Scripture and theology.

**PC624 Family in Biblical Narrative (3)**

A close reading of biblical texts that portray family, their functions, dysfunctions, and scholarly interpretations.

**PC626 Family and Congregational Conflict (3)**

A study of family systems theory and its pertinence for pastoral counseling with troubled families and conflict resolution in congregations.

**PC627 Community Care and Outreach (3)**

Studies ways in which congregations can enact outreach through prayer, support groups, relief projects, and counseling services.

**PC699 Clinical Pastoral Education (6)**

Is taken through an accredited CPE agency. Requires pre-approval from Pastoral Care faculty.

**PREACHING AND WORSHIP**

**PW501 Preparing to Preach (3)**

Helps students begin to articulate a theology of preaching, to appreciate the contexts in which it occurs and to explore the options available to them for both the

preparation and the delivery of sermons. *Prerequisites: Introduction to the Old Testament or Introduction to the New Testament.*

**PW502 Introduction to African American Preaching (3)**

Explores African American preaching as a rhetorical and theological act to provide students with an integrated theoretical framework to improve their preaching and explore the celebrative preaching style of African American preaching.

*Prerequisites: Introduction to the Old Testament or Introduction to the New Testament.*

**PW504 Work of Worship (3)**

Provides a basic introduction to the pastor's liturgical responsibilities for Sundays and for such pastoral events as weddings and funerals. Principles of liturgical theology and resources for planning and evaluating public worship are examined.

**PW510 United Methodist Worship (3)**

Examines United Methodist worship from historical, theological, and liturgical perspectives.

**PW609 Preaching Parables (3)**

Explores biblical parables and their use in the preaching of Jesus with a focus on contemporary homiletical application.

**PW612 Advanced Preaching (3)**

Allows students who have completed an introductory preaching course to continue improving their skills in developing and preaching sermons and to benefit from peer evaluation. *Prerequisites: Preparing to Preach or Introduction to African American Preaching.*

**PW614 Preaching Across the Bible (3)**

Guides students in moving from biblical text to sermon. Students will preach from diverse genres of biblical literature across both the Old Testament and New Testament. *Prerequisites: Preparing to Preach or Introduction to African American Preaching.*

**PW621, PW622, PW623 Preaching Seminar A, B, C (3)**

Addresses a targeted topic for preaching involving guest presenter. Lectures and class activities are interspersed with worship and common meals for a retreat atmosphere.

**PW625 Preaching and Trauma (3)**

Equips leaders to support hope, healing, and resilience through engagement with trauma theory and trauma-aware preaching.

## **SPECIFIC DEGREE REQUIREMENTS**

## COLLOQUIES

### **CQ640 MA Integrative Colloquy (3)**

Integrates student's previous coursework into a final project designed in consultation with the student's advisor.

### **CQ650 MTS Thesis (3)**

Is the research and writing phase of the student's MTS thesis or project. Student must arrange for a faculty member to oversee this phase as a directed study.

### **CQ651 MTS Thesis Continuation (0)**

Continuation of thesis writing/research.

## SEMINARY NON-CREDIT REQUIREMENTS

### **SS500 Online Master Student Orientation (0)**

Orients new masters degree candidates to United's online environment. Students complete Entering Student Questionnaire. *Completion is required to register for a second term.*

### **SS601 MDiv Mid-Program Review (0)**

Includes MDiv Mid Program evaluation survey and advisor interview. It comes at the midpoint of the program, upon completing of 36 credit hours. *This is a requirement to move beyond the 52-credit hour point of the program.*

### **SS602 MTS Mid-Program Review (0)**

Includes MTS Mid Program evaluation survey and advisor interview. It comes at the midpoint of the program, upon completing 24 credit hours. *This is a requirement to move beyond the 36-credit hour point of the program.*

### **SS603 MACM Mid-Program Review (0)**

Includes MACM Mid Program evaluation survey and advisor interview. It comes at the midpoint of the program, upon completing 21 credit hours. *This is a requirement to move beyond the 32-credit hour point of the program.*

### **SS701 MDiv Final Program Review (0)**

Includes the Graduating Student Questionnaire and Final Program Review interview. *Students must register for this evaluation in their final term. Evaluation must be completed at least two weeks before graduation.*

### **SS702 MTS Final Program Review (0)**

Includes the Graduating Student Questionnaire and Final Program Review interview. *Students must register for this evaluation in their final term. Evaluation must be completed at least two weeks before graduation.*

### **SS703 MACM Final Program Review (0)**

Includes the Graduating Student Questionnaire and Final Program Review interview. *Students must register for this evaluation in their final term. Evaluation must be completed at least two weeks before graduation.*



**SS705 MMin Final Program Review (0)**

Includes the Graduating Student Questionnaire, and Final Program Review interview. *Students must register for this evaluation in their final term. Evaluation must be completed at least two weeks before graduation.*

**SS706 MA Final Program Review (0)**

Includes the Graduating Student Questionnaire, and Final Program Review interview. *Students must register for this evaluation in their final term. Evaluation must be completed at least two weeks before graduation.*

**Certificate Level Courses of Instruction**

Course completion credit is awarded for non-credit (NC) courses.

**BIBLICAL STUDIES AREA****BI105 Old Testament Survey (NC)**

Provides an introduction and survey of the Pentateuch, Prophets, Psalms, and Wisdom Literature in the Old Testament.

**BI106 New Testament Survey (NC)**

Introduces students to the basic literary, cultural, and historical background of the New Testament writings.

**BI107 Biblical Interpretation (NC)**

Examines the task and processes of biblical interpretation.

**BI201 Low Impact Hebrew and Greek (NC)**

Introduces the basic terminology of language study, the Hebrew and Greek alphabets, and the most commonly used Hebrew and Greek vocabulary in the Bible. This class is designed for teachers and preachers who have no prior knowledge of biblical languages.

**BI212 Gospel of Luke (NC)**

Explores the Gospel of Luke from historical, social-scientific and literary perspectives, with attention to important theological themes within the narrative.

**BI239 1-2 Samuel (NC)**

Studies 1-2 Samuel in their historical, literary, and canonical contexts.

**BI240 Jeremiah (NC)**

Offers a multi-critical study of the book of Jeremiah. Interpretation will include the history of scholarship and the role of the book in the formation of Christian tradition.

## **DEMONINATONAL AREA**

### **DN160 United Methodist Doctrine and Polity (NC)**

Focuses on the characteristic doctrines and polity of the United Methodist Church. These include: 1) The doctrinal standards of the United Methodist Church, and 2) The contemporary expressions of the polity, discipline, practice, and mission of the United Methodist Church.

### **DN163 Global Methodist Theology and Polity (NC)**

Explores the characteristic features of Wesleyan theology with a central focus on the working of God's grace through the ordo salutis/via salutis (order/way of salvation), and special and ordinary means of grace . Students will study the polity, discipline, practice and mission of the Global Methodist Church.

### **DN252 Full Gospel Distinctives (NC)**

Covers S.H.I.F.T. paradigm that informs our theology and praxis of operating in the fullness of the power that Jesus Christ left when He returned to glory. The Full Gospel Baptist Church Fellowship is a Christian reformation built on the foundational pillars of Sustainability, Holiness, Innovation, Family, and Transcendence, or S.H.I.F.T. for short.

### **DN253 Full Gospel Worship and Liturgy (NC)**

Teaches the characteristics of Full Gospel worship and liturgy. The Full Gospel Baptist Church Fellowship has historically been known for its impact on worship culture world-wide.

### **DN254 Fresh Expressions and Adventurer Ministry (NC)**

Examines missional, contextual, formational, and ecclesial forms of church (fresh expressions), as well as the history and theology of the Fresh Expressions movement. Entrepreneurial and intrapreneurial giftings, effectual and causal logic, as well as praxis for incarnational church planting will be explored.

### **DN255 Deep Roots, Wild Branches: The Blended Ecology of the Church (NC)**

Equips leaders, who will serve in established denominational or inherited systems, with the theology, methodology and praxis to work from that base to cultivate fresh expressions of ministry – able to care for the center, while experimenting on the edge.

### **DN256 Worldview and Kingdom Influence (NC)**

Examines worldviews and their influence on beliefs, behaviors, and society, comparing major Western perspectives with a biblical worldview.

## **HISTORICAL AND THEOLOGICAL STUDIES AREA**

### **HT100 The Craft of Theological Thinking, Reading and Writing (NC)**

Strengthens students thinking, reading, researching, and writing abilities by teaching the skills necessary to develop and articulate theological arguments.

### **HT101 Christian Doctrine (NC)**

Introduces the basic categories of systematic theology, such as revelation, God, creation, sin, Christology, pneumatology, soteriology, ecclesiology, and eschatology. (This course meets GMC requirement for a course in systematic theology)

### **HT102 Theological Heritage I: Early and Medieval Church (NC)**

Provides an introductory survey of Christianity from the New Testament to A.D. 1400. Emerging institutional structures, practices and beliefs, as well as significant leaders and events will be studied in primary and secondary sources.

### **HT103 Theological Heritage II: Reformation and Modern Church (NC)**

Provides an introductory survey of Christianity from A.D. 1400 through the 20<sup>th</sup> century. Emerging institutional structures, practices and beliefs, as well as significant leaders and events will be studied in primary and secondary sources.

### **HT201 Apologetics (NC)**

Explores the relationship between philosophy and Christian apologetics and theology, examining classical and contemporary approaches to perennial philosophical problems as they relate to theology and evangelism. These include the existence of God, the knowledge of God, faith and reason, the problem of evil, freewill versus determinism, and religious diversity.

### **HT202 Wesleyan Theology (NC)**

Examines the shape and content of the Wesleyan theological tradition to the present day, beginning with the sermons, hymns and occasional writings of John and Charles Wesley.

### **HT203 History of Methodism (NC)**

Focuses on significant individuals and decisive in the history of Methodism, including the origins of its doctrinal and missional identity.

### **HT216 Holiness, Pentecostal, and Charismatic Movements (NC)**

Examines the history and theology of the Holiness, Pentecostal, and Charismatic renewal movements with a view toward the work of renewal today.

### **HT217 Renewal Theology (NC)**

Introduces the theological foundations for understanding Global Charismatic Christianity in its many forms. Special attention will be paid to pneumatology, missiology, and practical theology.

**HT218 Doctrine of Holy Spirit (3)**

Examines classical and modern pneumatologies, the Charismatic Movement and the emergence of new theologies of the Spirit to develop a viable "Theology of the Holy Spirit."

**PRACTICAL THEOLOGY AREA****PT106 Worship Foundations: Biblical, Historical, Theological (NC)**

Provides a foundational introduction to worship in the Old and New Testaments followed by a basic historical overview of 2000 years of liturgical practice (with contextual consideration). Principles of liturgical and sacramental theology, with an emphasis on Wesleyanism, are also examined.

**PT113 Introduction to Preaching (NC)**

Focuses on preaching the gospel from the Old and New Testaments.

**PT115 Word and Table (NC)**

Introduces the theology and practice of preaching and worship. Students explore the preparation and the delivery of sermons, the principles of liturgical theology, and the resources for planning and evaluating public worship. (This course meets GMC requirements for courses in both basics of preaching, and in worship and sacraments)

**PT116 Christian Leadership, Finance and Administration (NC)**

Forms the student's identity as pastoral leader, administrator, and change agent in congregations, the church, and the world. (This course meets GMC requirements for both Christian leadership/conflict resolution and church finance and administration)

**PT117 Christian Discipleship (NC)**

Grounds students in the theology and core practices of personal and congregational formation and discipleship. (This course meets GMC requirements for courses in both Christian Education and Discipleship, and in Spiritual Formation)

**PT201 Care and Counseling (NC)**

Focuses on the pastor's understanding of human nature with attention to methods and skills in care and counseling. Each person participates in the assessment of her/his personal style of care and counseling.

**PT202 Church Renewal and Mission (NC)**

Examines the biblical, historical, theological, socio-cultural, and practical foundations for church renewal that lead to mission and evangelism.

**PT203 Advanced Preaching (NC)**

Enables students to continue improving their skills in developing and preaching sermons and to benefit from peer evaluation.

**PT204 Ministry in the Holy Spirit (NC)**

Introduces students to the various ministries and practices rooted in the person and work of the Holy Spirit.

**PT208 Leading Change (NC)**

Addresses dynamics including first and second order change, transition, innovation, systems, and conflict. Emphasis will be given to the leaders roles as a change agent, consultant/coach, and counselor at the individual, group, organizational and enterprise levels.

**PT216 Worship Planning and Contextualization (NC)**

Provides a basic introduction to worship planning and leading through examining the theology of worship order, the liturgical year, contextualization in worship, worship style, prayer, music, and the arts. Resources for planning and evaluating public worship will also be examined.

**PT217 Formation and Development of the Worship Leader (NC)**

Outlines the characteristics and responsibilities of a leader in the worshiping context. Engages with practices for spiritual formation and leadership development of an effective worship leader. Discipleship and formation, spiritual disciplines, leadership style, leading and equipping teams, and leading intergenerational worship ministry are topics of consideration.

**PT250 Evangelism and Acts (NC)**

Explores the essential principles and methods of evangelism, equipping students with practical tools to share the gospel effectively and with compassion.

**PT259 Kingdom Prayer (NC)**

Introduces the student to the theological principles of prayer, how to engage prayer effectively, and how informed prayer impacts society. Emphasis will be given to intercession, leadership of intercessory teams, and the use of spiritual mapping as a strategic tool of intercession.

**SPECIFIC PROGRAM REQUIREMENTS****SS100 Online Student Orientation (NC)**

Orients students to United's online environment. Completion is required to register for a second term.