



VANGUARD
UNIVERSITY

of Southern California

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The University

Murray W. Dempster, Ph.D., Provost

MISSION: *Vanguard University of Southern California is a community of thoughtful Christians dedicated to honoring Christ and serving his church. As an evangelical comprehensive university within the Pentecostal tradition, VUSC is committed to providing an educational experience that integrates faith, learning, and living, and to preparing students for a lifetime of learning and service in a variety of vocations and ministries. The University believes that a liberal arts education illuminated by Christian truth fosters the intellectual and spiritual development that prepares and challenges students to take an active role in shaping their culture and their world.*

GENERAL INFORMATION

Overview

Vanguard University of Southern California (VUSC) is a private, coeducational, comprehensive university of liberal arts and professional studies that believes its Pentecostal/charismatic Christian community provides a supportive and challenging environment in which to pursue a quality education. The University assumes that it is essential to offer educational opportunity within a context of free inquiry and academic integrity. Such opportunity includes examining the Christian heritage, the claims of Christ, the charismatic involvement of the church, and the revelation of God. VUSC is a community that encourages individual integrity and responsibility in accordance with biblical Christianity and its social and ethical implications.

As a small community--about fifteen hundred within the student body, faculty, staff, and administration--the University offers a student-instructor relationship of a personal nature. The student/faculty ratio is 16:1. Most classes are small, which allows opportunity for academic inquiry and the personal interaction which is invaluable for learning.

History

During the summer of 1920, Harold K. Needham, D. W. Kerr, and W. C. Pierce opened a school to prepare Christian workers for the various ministries of the church. The new institute, Southern California Bible School, moved from Los Angeles to Pasadena in 1927. In 1939 it was chartered by the State of California as a college eligible to grant degrees, and it became Southern California Bible College--the first four-year institution of the Assemblies of God. In 1943 the college received recognition by the government for the training of military chaplains. It moved to the present campus in 1950. The name was changed to Southern California College nine years later when majors in the liberal arts were added to the curriculum.

Regional accreditation and membership in the Western Association of Schools and Colleges were granted in 1964. In 1967 the college received recognition and approval of its teaching credential

program from the California State Board of Education. In June 1983 the Graduate Studies Program received approval from the Western Association of Schools and Colleges. A Degree Completion Program was started in 1994 for adult learners. On July 1, 1999 university status was achieved when Southern California College registered with the Secretary of State's Office as Vanguard University of Southern California. The University is comprised of the College, the Graduate School, and the School for Professional Studies.

In addition to its founding president, Harold K. Needham, Vanguard University of Southern California has had the able leadership of five presidents: Irvine J. Harrison, John B. Scott, O. Cope Budge, Emil A. Balliet, and Wayne E. Kraiss.

For over three-quarters of a century, Vanguard University has been a leader in educational innovation within its denomination, preparing students for all types of ministry. As a Christian university, VUSC is constantly seeking to expand its influence and service through education that provides excellence without compromise for the glory of Jesus Christ.

Institutional Vision

The vision that guides the VUSC community is rooted in the University's heritage as an institution of the Pentecostal tradition which was birthed out of the Azusa Street Revival in Los Angeles, California, at the turn of the twentieth century. From its inception, the movement generated a multicultural, multiracial, and gender-inclusive community of Spirit-empowered Christian believers who were committed to peacemaking and reconciliation. With global consciousness, these foremothers and forefathers of a renewed Christian faith carried the good news of the gospel around the world.

A strong commitment to cultural diversity, racial reconciliation, and gender equality is a consequence of VUSC being deeply grounded in the faith tradition that brought the University into existence. Moreover, these core values continue to define the institutional vision that pulls the VUSC community forward toward its mission and educational targets and goals. Within this Christian context of inclusiveness, the University aims to provide a quality educational experience marked by the pursuit of truth, the cultivation of character, and the desire for service.

These three basic pursuits inherent in the VUSC educational experience—truth, virtue, and service—are enshrined in the University motto and embossed on its official seal. "Truth, Virtue, and Service" summarizes the institution's educational vision.

TRUTH

As members of the VUSC community we strive to . . .

- pursue truth by understanding the Word of God and by knowing Christ, who is Truth;
- develop critical and creative thinking skills for careful, reasoned, and independent analysis of competing ideas;
- engage in scholarship with integrity and excellence; and
- explore, participate in, and contribute to our cultural, intellectual, and spiritual heritage.

VIRTUE

As members of the VUSC community we endeavor to . . .

- honor God and commit ourselves to the person and model of Jesus Christ;

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- develop personal integrity and character by applying biblical values to our lives;
 - understand and accept the responsibilities of living in a free society; and
 - transcend the limitations and errors of the prevailing culture, and through a wholeness of vision, choose and hold to the path for a righteous life.

SERVICE

As members of the VUSC community we work to . . .

- develop our talents to their potential and discern God's purpose for our lives;
- strengthen the skills necessary for effective communication of ideas and for a productive place in society;
- prepare students for diverse vocations, graduate programs, and leadership roles; and
- exercise civic responsibility, respect cultural and individual differences, and care for others.

In order to develop continuously as an inclusive community growing in truth, virtue, and service, the University invites its members to a life lived in response to the claims of the Kingdom of God, in which the transcendent realities of the gospel are brought to bear on the real life challenges which they will face as citizens of the twenty-first century.

Faith Confession

As a Christian comprehensive university of liberal arts and professional studies, informed by its evangelical persuasion and Pentecostal heritage, VUSC affirms the following confession of faith. We believe . . .

- * the Bible to be the inspired and only infallible and authoritative Word of God.
- * that there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
- * in the deity of our Lord Jesus Christ, in his virgin birth, in his sinless life, in his miracles, in his vicarious and atoning death, in his bodily resurrection, in his ascension to the right hand of the Father, and in his personal, future return to this earth in power and glory to rule over the nations.
- * that the only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.
- * that regeneration by the Holy Spirit is absolutely essential for personal salvation.
- * that the redemptive work of Christ on the cross provides healing of the human body in answer to believing prayer.
- * that the baptism in the Holy Spirit, according to Acts 2:4, is given to believers who ask for it.
- * in the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life.
- * in the resurrection of both the saved and the lost, the one to everlasting life and the other to everlasting damnation.

Statement on Diversity

Because we stand within the Judeo-Christian tradition, we affirm the biblical view that God is creator of and sovereign over all the earth and that all people are equally valuable in God's sight

Because we embrace the Bible as the authoritative rule for faith and practice, we affirm the prophetic concept of justice which combines personal piety with social justice. By "personal piety" we mean that aspect of character and behavior, consistent with biblical morality, which seeks to be in right

relation with God. By "social justice" we mean the state of social, political, and economic relationships in which all people are treated equitably. Because justice is rooted in the character of God, it should flower in the community of faith. One ought to seek justice because God seeks justice. We affirm that the pursuit of justice raises perennial issues that recur wherever social groups assert competing claims for resources and competing understandings of fair and equitable treatment. These difficulties we understand to be inherent in the human condition. Yet we also note an apparently inevitable tendency of human cultures to resolve issues of justice in fragmented and self-serving ways. By contrast, we wish to affirm that the Christian's pursuit of justice is rooted in the character of God himself and that it, therefore, differs profoundly from the mandate of our prevailing pluralistic culture.

As Christians, we affirm that our unity within the Body of Christ transcends any differences which might divide us (Gal. 3:28), including differences of culture, race, physical ability, age, and gender. We believe that this unity summons us to seek fair and equitable treatment for all members of our community. For this reason, we seek to create an environment in which competing cultural perspectives are given fair hearing, and in which individuals from different cultural and ethnic backgrounds are given equitable and fair access to resources. This we believe to be an expression of Christian holiness.

As evangelicals, we recognize that the worldwide mission of the church inevitably involves the challenge of cultural diversity. For this reason, we seek to create an environment in which our students learn the importance of balancing respect for other cultures with a healthy acknowledgment of the strengths and limitations of their own.

As Pentecostals, we believe that the source for the transformation of all human experience ultimately lies in the movements of the Holy Spirit. For this reason, we seek to create an environment in which the charismatic movement of the Holy Spirit leads us toward ever more thoughtful treatment of each other.

Accreditation

Vanguard University of Southern California is a member of and accredited by the Western Association of Schools and Colleges (WASC), the regional accrediting body for liberal arts colleges and universities in California. WASC offices are located at 985 Atlantic Avenue, Suite 100, Alameda, CA, 94501; phone (510) 748-9001. The teacher training program for instruction in multiple subject and single subject, with a Cross-Cultural Language and Academic Development (CLAD) emphasis, has been approved by the California Commission for Teacher Preparation and Licensing. The University is endorsed by the Commission of Christian Higher Education of the General Council of the Assemblies of God.

Institutional Affiliations

Vanguard University of Southern California is a member of the Association of Independent California Colleges and Universities and is one of ninety-one members of the Council of Christian Colleges and Universities (CCCU) which was founded in 1976 to serve and strengthen the deeply committed Christian liberal arts colleges and comprehensive universities of this country. The University is affiliated with Hebrew Union College-Jewish Institute of Religion and the Nelson Glueck School of Archeology, and holds membership in the Association of Schools of the Institute of

Holy Land Studies, Jerusalem. The University is also affiliated with the American School of Oriental Research. These memberships provide study abroad opportunities for qualified students.

Lewis Wilson Institute for Pentecostal Studies

The Lewis Wilson Institute for Pentecostal Studies seeks to encourage and support the study of the Pentecostal and charismatic movements. It does so by serving as a conference and research center for scholars, church leaders, students and others interested in probing the historical significance and contemporary global role of the Pentecostal and charismatic movements. The Wilson Institute sponsors an annual lectureship which is open to the college community, church leaders, and the general public. The Wilson Institute is directed by Dr. Augustus Cerillo, Jr. Details about the annual lectureship and other information about the Lewis Wilson Institute for Pentecostal Studies may be accessed on the college web site: <http://www.vanguard.edu>.

PNEUMA: The Journal of the Society for Pentecostal Studies

Vanguard University of Southern California houses the editorial office of *Pneuma: The Journal of the Society for Pentecostal Studies*. The Society for Pentecostal Studies was founded in 1970 as an international organization of scholars working within the Pentecostal and charismatic traditions. In the Spring of 1979, the society published the inaugural issue of *PNEUMA: The Journal of the Society for Pentecostal Studies*. Since 1993, Dr. Murray Dempster has served as the Editor of the journal, and Dr. Augustus Cerillo, Jr., has served as the journal's Book Review Editor. Since 1995, Dr. Jerry Camery-Hoggatt has been the Managing Editor of the journal. Currently George P. Wood serves as the Editorial Assistant. The editorial office allows students to work in volunteer journalism and provides a unique opportunity for interested students to keep up with the cutting edge of Pentecostal scholarship.

Location

Vanguard University of Southern California is located forty miles southeast of Los Angeles in Costa Mesa at the intersection of Highway 55 (Costa Mesa Freeway) and Fair Drive. Due to its location, students can avail themselves of the libraries, museums, and other cultural advantages for which Los Angeles is renowned. Just minutes from the campus, and accessible by a number of freeways, are miles of beautiful beaches, parks, and recreational opportunities. Ski slopes are less than two hours away.

Costa Mesa enjoys an ideal climate. Winters are tempered by ocean currents and summers are air-conditioned by cool trade winds from the Pacific Ocean.

Campus and Buildings

The university campus covers nearly forty acres. Major campus buildings include Smith Hall, the John B. Scott Academic Center, the Scott Annex, the Harold K. Needham Memorial Prayer Chapel, the O. Cope Budge Library, the Enrollment Services Center, the Social Science Building, the Marriage, Family, and Child Counseling Center, the Music Administration Building, the Music Recital Hall, the Lyceum Studio Theatre, the Science Building with laboratories for the physical and biological sciences, the Gymnasium, the Dining Commons, the Student Activities Building, and five residence facilities: East Tower, West Tower, South Hall, Vanguard Hall, and the Campus Apartments. Vanguard Centre, in close proximity to the university campus, also provides an opportunity for student housing.

UNIVERSITY ACADEMIC SERVICES

Library

Alison English, Head Librarian

MISSION: *O. Cope Budge Library acquires, manages, and promotes the use of information resources in a user-centered environment. The library links students, faculty, and staff to an increasingly global body of knowledge. The librarians promote personal enrichment, foster multicultural appreciation, stimulate critical thinking, and encourage lifelong learning. Through its personnel, resources, and services, the library supports the educational targets, goals, and curriculum of Vanguard University.*

The library was constructed in 1963 to house a growing collection of educational and resource literature. The collection presently consists of more than 100,000 volumes and includes 458 periodical subscriptions. The library houses a specialized Pentecostal Collection and a Rare Book Collection. Also included in the library holdings are music CDs, record albums, tapes, microfilm, and other materials. Students may take advantage of access to CD-ROM and on-line research services. A student may choose to study in the seclusion of study carrels or the openness of tables. The library includes the Lyceum Lecture Hall which has a seating capacity of over 200.

Students may use the library facilities at Orange Coast College library, only one-half mile from VUSC, and at the University of California, Irvine (UCI). Library cards are available at each institution; the annual fee is \$10.00 at OCC [tel: (714) 432-5885] and \$45.00 at UCI [tel: (714) 824-6836].

The Writing Center

Adrien Lowery, Director

MISSION: *The Writing Center exists to serve Vanguard University's student writers across the curriculum, both on the undergraduate and graduate levels by providing informed reading and feedback as well as instruction for specific writing weaknesses. The Writing Center endeavors to assist students to improve their grammatical and structural writing skills as well as their critical command of content and rhetorical structure.*

The Writing Center provides knowledge of current writing instruction methodology for the student tutorial staff. The Writing Center endeavors to develop learning structures that reflect various pedagogical sources in the fields of writing and writing instruction. It is the goal of the Writing Center to assist student writers in producing clear and thoughtful prose; further, tutors teach students to measure their own progress in writing skills. To meet these tutorial objectives, the Writing Center training program fosters interpersonal and instructional skills development in the student staff members.

The Writing Center is located on the second floor above the Division of Literature of Modern Languages.3

Intercollegiate Athletics

Robert Wilson, Athletic Director

MISSION: *The Intercollegiate Athletic Department is dedicated to the holistic growth and development of all student athletes, teaching them to lead Christ-centered lives on and off the field of competition. The program encourages a high standard of athletic excellence as well as promotes good sportsmanship. Along with the specific sports instruction, the department is committed to providing the student athlete with the knowledge and discipline to impact his/her world through a lifetime of service to Christ.*

Vanguard University participates in an intercollegiate athletic program for men and women which includes competition in soccer, tennis, basketball, volleyball, softball, baseball, track, and cross-country. The Athletic Department is affiliated with the Golden State Athletic Conference (GSAC) and the National Association of Intercollegiate Athletics (NAIA).

The Computer Center

Robert Fenn, Chief Information Systems Officer

MISSION: *The Information Systems (IS) Department provides an integrated campus computer network to facilitate communication and access to information for all users on the university system. Maintaining an VUSC web site and home page on the Internet allows all members of the university community to access the World Wide Web superhighway for academic and administrative purposes. The expanded resources, available through computer technology, support the University's vision, mission, educational targets, goals, and curriculum, especially by empowering students to achieve the learning outcomes identified by the University for its graduates.*

Personal computers and software connected to the campus network and the Internet are available for student use in the Computer Lab located in Smith Hall. Students are encouraged to make use of these resources. A Help Desk is available in the Computer Center to assist students in maximizing connectivity to VUSC's Local Area Network (LAN). The Computer Center is located on the ground floor of the John B. Scott Academic Center.

Students are assigned an Internet E-mail address at the time of academic registration. In order to be granted access to the campus network and receive an E-mail address, the student must sign an agreement to act responsibly, in accordance with the Code of Conduct outlined in the Student Handbook, in the use of the network. Sanctions are imposed for violating the rules and regulations outlined in the signed agreement. Students may lose access to the campus network for serious infractions.

Students inquiring about the University may access information electronically through the VUSC web site. The address is <http://www.vanguard.edu>. The web site is updated on an ongoing basis.

The College

Phillip D. Robinette, Ph.D., Dean of the College

MISSION: *The College at Vanguard University provides students of Southern California with a variety of courses of study leading to the Bachelor of Arts or Bachelor of Science degree. These courses are designed and delivered by a faculty of Christian scholars committed to engaging students intellectually, socially, and spiritually within an environment of academic excellence and Christian community. Students progress through a curriculum of core, major, and elective courses, emphasizing active learning techniques and focusing on the knowledge, skills, and values necessary for life success. In addition to classroom experiences, students will have numerous opportunities for involvement with faculty and others in academic, research, professional, and ministry activities. Students who apply themselves fully and graduate will find themselves comprehensively prepared for a meaningful and fulfilling life, whether their goals are graduate studies, career, or Christian ministry.*

Educational Targets and Goals

The Educational Targets and Goals of VUSC were adopted by the faculty and administration during the 1995-96 academic year in an attempt to define the student profile and learning outcomes which correspond to the College's institutional mission. The general education curriculum and the various liberal arts, science, and professional programs are designed to produce the following student profile and student learning outcomes.

Intellectual Engagement

Students will . . .

- learn to think critically and evaluate evidence rationally,
- acquire and continue to use skills for learning,
- utilize research methods for the expansion of knowledge and problem solving,
- integrate learning with Christian faith and living, and
- develop the ability to communicate the fruits of learning and research clearly and effectively.

Spiritual Formation

Students will . . .

- understand Christian existence as a journey that integrates human experience with personal faith,
- gain an appreciation for the value of participation in communities of believers, and
- develop and maintain a biblically based and theologically sound Christian lifestyle of personal and social responsibility.

Professional Excellence

Students will . . .

- understand current theories and practices in their respective academic disciplines in the context of the liberal arts and sciences,
- develop lifelong skills for communicating and performing professionally,
- achieve technological competence in acquiring and processing information,
- acquire interpersonal ability to work harmoniously with others, and
- internalize a strong sense of professional ethics.

Aesthetic Expression

Students will . . .

- understand various sources of aesthetic sensitivity and expression as inherent human endowments and part of God's creation;
- gain an awareness, understanding, appreciation, and expression of the fine and performing arts; and
- develop interpretive frameworks of aesthetic truths and values for personal wholeness and community enrichment.

Responsible Stewardship

Students will . . .

- adopt a lifestyle of personal health and well-being,
- appreciate the value of family and other meaningful relationships,
- exhibit the responsibilities of citizenship in society,
- gain a global outlook in caring for the environment and in promoting social justice and economic empowerment, and
- promote the church's mission through community service.

Sociocultural Responsiveness

Students will . . .

- demonstrate a capacity to challenge personal prejudices, appreciate cultural diversity, and learn from other cultures;
- develop a commitment to pursue peace, justice, and reconciliation in a pluralistic society; and
- celebrate the differences of race, ethnicity, gender, and age within the biblical vision of inclusiveness and the equal value of all people.

Academic Calendar ~ 99-00

Fall Semester 1999

Aug	16	Financial Registration Deadline, Monday
	17	Late Financial Registration Begins, Tuesday--\$30.00 Fee
	21	Residence Towers Open for New Students
	21-24	Welcome Week 1999: New Student Orientation, Saturday-Tuesday
	23	Freshmen Assessment Day, Monday
	23, 24	Late On-Campus Registration, Monday & Tuesday
	25	Classes Begin, Wednesday
	27	Last Day to Financially Register or Be Dropped, Friday
	30	Late Enrollment Fee Begins, Monday \$100.00 + \$30.00 Late Registration Fee
Sept	3	Last Day to Enroll for a Full Load, Friday
	6	Labor Day Holiday, Monday
	10	Last Day to Add New Courses, Friday
	24	Last Day to Drop a Course without It Appearing on Transcript, Friday
Oct	4,5	EPE Test Dates, Monday & Tuesday
	11	Columbus Day Holiday, Monday
	22	Last Day to Drop a Course without Academic Penalty, Friday Meeting of the VUSC Board of Trustees
Nov	15-19	Continuing Students' Academic Registration for Spring 2000, Monday-Friday
	25, 26	Thanksgiving Holiday, Thursday & Friday
Dec	6	Last day of class, Monday
	7-10	Final Examinations, Tuesday-Friday
	24-30	Offices Closed for Christmas Holiday, Friday - Thursday
	31	New Year's Day Holiday (Observed), Friday

Spring Semester 2000

Jan	8	Residence Towers Open for New Students
	10-11	New Student Orientation, Spring 2000, Monday-Tuesday
	10, 11	Academic & Financial Registration, Monday & Tuesday
	11	Financial Registration Deadline, Tuesday
	12	Classes Begin, Wednesday
	12	Late Financial Registration Begins, Wednesday-\$30.00 Fee
	14	Last Day to Financially Register or Be Dropped, Friday
	17	Martin Luther King, Jr., Holiday, Monday
	18	Late Enrollment Fee Begins, Tuesday- \$100.00 + \$30.00 Late Registration Fee
	21	Last Day to Enroll for a Full Load, Friday
	28	Last Day to Add New Courses, Friday

Feb	11	Last Day to Drop a Course without It Appearing on Transcript, Friday
	21	Presidents' Day Holiday, Monday
	22-26	Homecoming
	29	EPE Test Date, Monday
Mar	1	EPE Test Date, Tuesday
	10	Last Day to Drop a Course without Academic Penalty, Friday
	13-17	Spring Recess, Monday-Friday
	24	Sophomore Assessment, Friday
	31	Sophomore Assessment, Friday
Apr	10-14	Continuing Students' Academic Registration for Summer 2000 and Fall 2000, Monday-Friday
	14	New Student Registration-Friday
	21	Good Friday, No Classes
	23	Easter
May	1	Last Day of Class, Monday
	2-5	Final Examinations, Tuesday-Friday
	5	Baccalaureate
	6	Commencement
	27	Academic Registration--Saturday
Summer Sessions 2000		
	Session I	May 8 to May 26
	Session II	May 30 to June 16
	Session III	June 19 to July 7
Fall Semester 2000		
June	23, 24	Academic Registration, Friday & Saturday

Academic Calendar ~ 00-01

Fall Semester 2000

Aug	15	Financial Registration Deadline, Tuesday
	16	Late Financial Registration Begins, Wednesday--\$30.00 Fee
	26	Residence Towers Open for New Students
	26-29	Welcome Week 2000: New Student Orientation, Saturday-Tuesday
	28	Freshmen Assessment Day, Monday
	28, 29	Late On-Campus Registration, Monday & Tuesday
	30	Classes Begin, Wednesday
Sept	1	Last Day to Financially Register or Be Dropped, Friday
	4	Labor Day Holiday, Monday
	5	Late Enrollment Fee Begins, Tuesday \$100.00 + \$30.00 Late Registration Fee
	8	Last Day to Enroll for a Full Load, Friday
	15	Last Day to Add New Courses, Friday
	29	Last Day to Drop a Course without It Appearing on Transcript, Friday
Oct	2, 3	EPE Test Dates, Monday & Tuesday
	9	Columbus Day Holiday, Monday
	27	Last Day to Drop a Course without Academic Penalty, Friday
Nov	23, 24	Thanksgiving Holiday, Thursday & Friday
	27-30	Continuing Students' Academic Registration for Spring 2001, Monday-Thursday
Dec	1	Continuing Students' Academic Registration for Spring 2001, Friday
	11	Last day of class, Monday
	12-15	Final Examinations, Tuesday-Friday
	25	Christmas Day, Monday
	25-29	Offices Closed for Christmas Holiday, Monday-Friday

Spring Semester 2001

Jan	1	New Year's Day Holiday
	6	Residence Towers Open for New Students
	8-9	New Student Orientation, Spring 2001, Monday-Tuesday
	8, 9	Academic & Financial Registration, Monday & Tuesday
	9	Financial Registration Deadline, Tuesday
	10	Classes Begin, Wednesday
	10	Late Financial Registration Begins, Wednesday-\$30.00 Fee
	12	Last Day to Financially Register or Be Dropped, Friday
	15	Martin Luther King, Jr., Holiday, Monday
	16	Late Enrollment Fee Begins, Tuesday— \$100.00 + \$30.00 Late Registration Fee

	19	Last Day to Enroll for a Full Load, Friday
	26	Last Day to Add New Courses, Friday

Feb	9	Last Day to Drop a Course without It Appearing on Transcript, Friday
	13-17	Homecoming
	19	Presidents' Day Holiday, Monday
	26, 27	EPE Test Date, Monday & Tuesday

Mar	9	Last Day to Drop a Course without Academic Penalty, Friday
	12-16	Spring Recess, Monday-Friday
	23	Sophomore Assessment, Friday
	30	Sophomore Assessment, Friday

Apr	9-12	Continuing Students' Academic Registration for Summer 2001 and Fall 2001, Monday-Thursday
	13	Good Friday, No Classes
	15	Easter
	30	Last Day of Class, Monday

May	1-4	Final Examinations, Tuesday-Friday
	4	Baccalaureate
	5	Commencement
	19	Academic Registration—Saturday

Summer Sessions 2001

Session I	May 7 to May 25
Session II	May 28 to June 15
Session III	June 18 to July 6

Fall Semester 2001

June	22, 23	Academic Registration, Friday & Saturday
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STUDENT LIFE AND SERVICES

Student Life Center

MISSION: The Student Life Center of Vanguard University is committed to serve and support the student in all aspects of his or her college life. Creating an environment that is conducive to spiritual development, scholastic success, and social benefit is the ongoing goal of the Student Life program. A professionally trained staff is dedicated to working closely with students and offers assistance in various aspects of the student experience.

Student Development

Because the College believes that personal development and education go hand in hand, a program of student development is maintained to assist students in all areas of personal growth, including their adjustment to college life. Trained professionals staff the Student Life Center offering personal counseling as well as spiritual, academic and vocational guidance.

Student Health Services

Good health is a prerequisite to efficient academic work; therefore, care is taken to protect the health of students and to give attention to those who become ill. For this reason the College works in conjunction with local medical clinics and hospitals to provide necessary care to students who become ill. The Health Center is also available for minor injuries and initial consultation. Professional Christian counseling services are provided through the Counseling Center. The Counseling Center is supervised by a licensed Marriage and Family Counselor, and students can make confidential appointments to discuss their spiritual, personal, and emotional concerns. In addition, any member of the faculty, staff, and administration is available to students.

Student Housing

The College provides comfortable accommodations in a home-like atmosphere at a reasonable cost. Residence facilities are maintained both on and off campus and can accommodate single and married students in a variety of settings, including traditional, quad, studio, and apartment housing. Each residence facility is under the supervision of a full-time, professional Residence Director. The residence staff also includes resident assistants who are spiritually and emotionally mature students living and working in each facility to create a healthy environment.

Because Vanguard University is a residential College, all single students under twenty-one years of age are required to live in college-owned housing unless they are residing with a parent or legal guardian. Any exception must be approved by the Vice President for Student Affairs. Additionally, on and off campus students are not permitted to live with members of the opposite sex other than their spouse.

Residence facility rooms are furnished, with the exception of married student housing. Students should provide linens, towels, blankets, a pillow, and a bedspread. Residence rooms are designed for double or triple occupancy.

The College reserves the right to hold periodic room inspections of the residence areas without

advance notice. Further, the residence areas are normally closed during vacation periods and the right of occupancy does not include these periods. Additional information regarding residence life is located in the Student Handbook.

Food Services

Meals are served regularly in the college Dining Commons for all resident students. Resident students may elect to participate in either a fifteen- or twenty-meals-per-week board plan. Individual meals may be purchased by off-campus students. Meal cards are also available from the cashier in the Business Office. Because the total fee of food service is calculated by assuming some absences, there are no reductions made for students who take less than their maximum allowable meals. Any exceptions to food service requirements should be discussed with the Vice President for Student Affairs.

Employment Services

An employment referral service to assist students in finding part-time employment while attending college is maintained through the Student Life Center. Campus employment opportunities are available in various departments. Students may also take advantage of the career planning services available through the Counseling Center.

Tutorial Services

Students may receive academic assistance in all disciplines through the Tutorial Center, located in the Student Life Center, free of charge. Additional tutorial assistance in preparing written assignments and research papers is available through the Writing Center, located on the second floor of the Campus Apartments.

Eligibility to Participate

Broad participation is encouraged in the many student activities Vanguard University provides. Eligibility to participate in all cocurricular activities is determined in part by the student's scholastic record. Students are encouraged to consult the Student Handbook for eligibility standards.

The individual student's participation in cocurricular activities and student offices is limited for both the protection of the student and to insure that many students have full opportunity for participation.

Christian Involvement

The emphasis on the spiritual dimension of one's life makes the college experience at Vanguard University distinctive. The Campus Ministries Office promotes activities to assist students in their spiritual development. Students meet regularly in chapel services which afford many challenging opportunities for spiritual growth. Chapels include ministry to the community through musical presentations, student leaders, and lay and religious leaders.

Chapel attendance is recorded, and students should consult the Student Handbook for details with regard to absences due to illness or work obligations. Excessive chapel absences will be the basis for disciplinary action.

A special student-led Prayer and Praise Service is held in the Dining Commons each Wednesday

night, and small group meetings are held weekly, providing an opportunity for fellowship and prayer for personal and group needs.

Students may identify themselves with the church of their choice and are encouraged to attend services regularly. There is no substitute, however, for personal prayer and Bible study. Therefore, students should set aside time for personal devotions.

Outreach Ministries

All students, regardless of their major or vocational goals, are encouraged to participate in some form of ministry during their stay at VUSC. Outreach Ministries is a program designed to assist, train, and place students in ministry assignments. Opportunities for Christian service include on-campus ministry groups, work in local churches and Christian organizations, and placement in missionary service, both in the U.S. and around the world.

Student Government

Vanguard University endorses and practices self-government by students. The Associated Student Body (ASB) government works within the larger context of the college community, its values, and objectives. Specifically, student government is a means to promote spiritual and academic vitality and growth. The ASB serves as a liaison between students, administration, and faculty, providing a means for discussion and solution of student problems. The Student Council is amenable to the Vice President for Student Affairs.

Class Organization

Each class organizes, elects its own officers, and functions under the direction of the Associated Student Body (ASB) government.

Student Activities Board

The Student Activities Board is an organization designed to promote various student activities. Board membership represents the several departments of student activity. The Student Activities Board promotes student activities, publishes a monthly calendar, maintains an activities web site, provides leadership training opportunities, and encourages a healthy, active student culture.

Student Organizations

All members of the student body are members of their respective class organizations. In addition to these, there are many cocurricular organizations and activities on campus such as: AGORA Club, Anthropology Club, Business Club, Cheerleaders, Christian Educators Association, Delta Kappa, Democratic Club, Forensics, Golf Club, Growing In Grace (women's mentorship), Infinity Plus (math club), International Student Fellowship, Men's Volleyball Club, Ministry Club, Mu Kappa (missionary dependents), Musician's Guild, Outreach Ministries, Phi Alpha Theta, Psi Chi, SIFE (business), Ski Club, Sociology Club, Spanish Club, Taekwondo Club, and Ujima (African American).

Student Publications

The Sojourn is the student body yearbook and is a pictorial account of the College during the academic year. Students interested in layout, photography, and writing are encouraged to assist in the publication of the yearbook.

The VUSC Times is a publication of campus news and information of interest to the college community. Students who are interested in journalism and are enrolling for the journalism course are afforded excellent opportunities for development by joining the newspaper staff.

Intramural Sports

In addition to the sports sponsored by the Intercollegiate Athletic Department, intramural competition provides opportunities for men and women to participate in the athletic program. Tournaments and regular seasons for coed softball, flag football, floor hockey, volleyball, basketball, ping pong, target shooting, tennis, archery, and other sports are scheduled throughout the year.

Drama

At least two major theatre productions, sponsored by VUSC's Department of Dramatic Arts, are performed each year.

Forensics

Vanguard University participates in state and national forensic competition. Each year students have qualified for the national tournament in the categories of debate, extemporaneous speaking, oral interpretation, persuasive argumentation, and other related events.

Musical Organizations and Events

The Music Department at Vanguard University sponsors two major concerts each year—the Christmas Concert and the Spring Concert. Various musical groups on campus participate in these two presentations.

Students also perform as members of the Chapel Worship Teams, Prayer and Praise Band, Pep Band, and a variety of other musical groups. Interested students also find peers who share their musical tastes and form bands while at the College.

Concerts and special events are offered at the Orange County Performing Arts Center and nearby colleges and universities, and students are encouraged to attend. Season memberships are available at special student rates to the Community Concerts in which a wide variety of international talent is presented each year.

Student Life and Responsibility of Membership

Vanguard University is a Christian academic community that encourages individual integrity and responsibility in accordance with biblical Christianity and its social and ethical implications. college objectives assume that a member of the community is both committed to the Lord Jesus Christ and to the development of Christian character and lifestyle. The student, by virtue of enrollment, agrees to accept the responsibilities of membership in the college community as specified in the Student Handbook.

Biblically Speaking

Our goal is to understand and interpret every aspect of life in the VUSC community from a biblical point of view. To love God with our whole being and to love our neighbor as ourselves are foundational principles of the Lordship of Christ practiced by every responsible VUSC member.

Responsible Freedom

VUSC recognizes that while the Scriptures do not provide specific teaching regarding all social and moral practices, they do advocate self-restraint in that which is harmful or offensive to others. Therefore, all members of the community need to exercise their freedom responsibly in relationship to the various communities of which we are a part, and with loving regard for the sensitivities of others.

Loving Involvement

Love not only means understanding and supporting one another, but it also requires a willingness to confront others whose behavior is harmful to themselves and to the community. Love, in both regards, provides the environment of positive influence conducive to learning and to the energizing presence of the Spirit of the Lord.

Rules, Restraints, and Responsibilities

The College has chosen to call for obedience to moral law as taught in the Old and New Testaments and exemplified in the life of Christ. Also, certain prudential rules which contribute to the environment appropriate to the College's aims and goals are required of community members. The responsibilities that membership in the College at Vanguard University entails are:

1. to love God and all members of the VUSC community;
2. to practice righteousness and justice in dealing with one another, to help those in need, and to seek reconciliation when personal differences arise (Micah 6:8, Matt. 18:12-17);
3. to fulfill one's potential for spiritual growth by active, regular participation in worship opportunities within the community;
4. to be willing to confront, in love, a fellow student whose lifestyle conflicts with that of the expectations of the community;
5. to accept the responsibility of the Great Commission (Matt. 28:19-20) by participating in the outreach ministries of the community;
6. to develop conscientiously one's academic potential;
7. to disassociate from practices known to be morally wrong by biblical standards, such as drunkenness, gluttony, stealing, slanderous or profane language, all forms of dishonesty, occult practices, and sexual sins (lust, premarital sex, adultery, homosexuality, etc.);
8. to guard against attitudes such as greed, jealousy, pride, bitterness, needless anger, an unforgiving spirit, harmful discrimination and prejudice such as that based on race, sex or socioeconomic status;
9. to refrain from gambling, the possession or use of alcoholic beverages, tobacco, non-medical narcotics or hallucinogenic drugs (including marijuana), and social dancing;

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10. to practice discretion and restraint in the choice of television, music, movies, theater, printed matter, electronic media (including the Internet), and other public programs, as well as organizations with which one associates;
 11. to use the Lord's Day for worship, rest, Christian fellowship, and service; and
 12. to become familiar with the contents of the Student Handbook, and to abide by the academic, social, and spiritual responsibilities of the members of the college community.

Voluntary Commitment

These rules apply to the student while he or she is enrolled in a college program or residing in college-approved housing. Each student is expected to exercise restraint in these matters even when he or she is not under direct college jurisdiction. This policy means that these rules apply for the whole academic year, from the beginning of the Fall semester until the completion of the Spring semester, including all vacation periods. The same expectations apply for all Summer programs.

It is expected that each individual who voluntarily joins the Christian academic community of Vanguard University will, with God's help, deepen one's spiritual commitment and understanding, develop moral character, develop one's intellectual and creative abilities, and participate constructively in the life of the College.

Student Automobiles

All student automobiles used on campus must be registered with Campus Safety Services at the time of student registration. Students must have adequate current public liability and property damage insurance in order to operate an automobile on the campus. A parking permit will be issued at the time of automobile registration.

Dress

In conformity with the best collegiate Christian standards, all students are expected to dress modestly and in good taste. To accomplish this, extremes in style should be avoided.

Social Life

The College believes that a coeducational institution provides the most satisfactory atmosphere for an educational experience. Conduct at all social gatherings is expected to meet the highest Christian standards. Social activities under the supervision of the Student Life Center are planned to give the students a well-rounded social life in keeping with these high standards.

Student Handbook

A copy of the Student Handbook of campus and resident guidelines is made available to each student. Students are expected to be familiar with its contents and to conduct themselves in accordance with its provisions.

FINANCIAL INFORMATION

Financial Aid Office

MISSION: *The Financial Aid Office exists to assist students in planning and procuring funds for educational costs. Recognizing that every student at one time or another experiences anxiety in regard to college costs, Vanguard University offers financial aid in the form of employment, loans, grants, and scholarships to supplement the financial resources of the student and family. Providing a financial aid package that supports the educational goals of the students admitted to VUSC is the mission of the Financial Aid Office.*

The Financial Aid Office provides counseling and assistance to students and their families by providing information about financial aid options and application procedures. The Financial Aid Office is open Monday through Friday from 8:30 a.m. to 4:30 p.m. and is closed to students during chapel hours.

Financial Aid Sources

Vanguard University offers federal grants, state grants, institutional scholarships, federal loans and employment opportunities to qualified students seeking assistance to help pay for educational costs. Vanguard University awards financial aid to students regardless of race, color, sex, national origin, or disability. All students are guaranteed fair and equal treatment in the awarding of financial aid.

Information about specific scholarships, grants, loans, and employment are available in the Financial Aid Brochure. This brochure is available in the Admissions and Financial Aid Offices.

Applying for Financial Aid

Students applying for financial aid should follow the steps below:

- Step 1:** Apply for admission to Vanguard University. All applicants for financial aid must be accepted for admission to the University.
- Step 2:** File the Free Application for Federal Student Aid (FAFSA). The school code (001293) must be included for information to be sent to Vanguard University.
- Step 3:** California residents applying for the Cal Grant Program must complete and mail the Cal Grant GPA Verification Form by March 2, 2000.

Students interested in the Vanguard University talent scholarships (Athletics, Forensics, Music and Theatre) must contact the appropriate university department for scholarship requirements.

Students must complete the new financial aid applications process every academic year. Aid applications are available in the Financial Aid Office.

Aid Application Deadlines

The Priority Deadline for financial aid is March 2 of each year. Students applying by the Priority

Deadline will be considered for all sources of financial assistance based on eligibility. Students applying after the deadline will be awarded financial aid based on availability of funds.

Students are encouraged to apply as soon as possible after January 1, 2000 and before March 2, 2000 in order to receive the best financial aid packages.

Financial Aid Disbursements

Financial aid will be applied directly to the student's account in the Business Office to cover tuition, fee, room, and board charges. Students attending both the Fall and Spring will receive two disbursements, one at the beginning of each semester. Financial aid is awarded for the full academic year and will be disbursed by semester to the student's account. Students attending only one semester are only entitled to the financial aid awarded for that semester.

Federal Stafford and PLUS Loans are co-payable to the borrower and Vanguard University and will be applied to the student's account in the Business Office.

Satisfactory Academic Progress

Students applying for financial aid must demonstrate satisfactory academic progress in their degree program.

GPA Requirement: All financial aid recipients are required to maintain a minimum 2.00 Cumulative GPA. The GPA will be reviewed at the end of each semester.

Unit Requirement: Full time financial aid recipients must make progress toward a degree as follows:

Undergraduates = 24 units per academic year
Graduates = 18 units per academic year

Students approved for part-time enrollment must complete the number of units for which financial aid was approved and funded.

The following grades meet the satisfactory academic requirements: A, B, C, D, and CR. The following grades do not meet the academic requirements: W, WP, WF, F, and I.

Repeated courses for which a satisfactory grade has been given may count only once for the purpose of academic progress.

Unit completion will be reviewed at the end of each semester.

Program Duration: Students are expected to complete their degree program within a maximum time frame. Time frame is measure in equivalent full-time semesters. For transfer students, every 15 units of accepted and transferable units equals one full time semester.

Undergraduates = 10 full time semesters
Graduates = 6 full time semesters

The Financial Aid Office will review satisfactory academic progress at the end of each semester. Students not maintaining the GPA or unit requirements will be granted one semester of probation

to bring the deficit units or GPA back to minimum standard. Failure to make up the deficit units and/or GPA by the end of the probation semester will result in the immediate termination of financial aid eligibility. Students completing the maximum number of semesters allowed for their degree program will be terminated from future financial aid. Students may appeal termination from financial aid due to lack of satisfactory academic progress by completing the required appeal forms available in the Financial Aid Office.

Costs and Payment Policies

Educational Expenses

Payment of educational costs should be considered well in advance of registration. The essential costs are published prior to each new year and are available to students and parents so that proper preparation may be made. Financial arrangements are made with students individually, and each student is responsible for keeping his or her student account current. For a complete list of tuition, fees, and charges, please refer to the current course schedule. The College reserves the right to change tuition, fees, and/or charges without advance notice, should conditions so warrant.

Payment of Education Costs

Since the essential costs (tuition, room, board) are known in advance, students should make arrangements prior to registration to handle their account in accordance with college policies and the individual's resources. The Financial Aid Office exists to assist the student in planning and procuring funds for educational costs. Students should pursue all forms of financial assistance through the Financial Aid Office.

The semester charges are due and payable on or before registration. Only financial aid from authorized and approved loans, scholarships, and other forms of student aid will be used in determining cash payment requirements. All such student aid is administered through the Financial Aid Office. Educational costs may be financed through the student's own bank, credit union, or other financial institution.

The College offers three payment options. Prior balances must be paid in full. Payment option arrangements should be made prior to registration:

- 1) **Payment in full**-consisting of the amount not covered by grants and scholarships-must be made by the financial registration deadline of August 15 for Fall and the day prior to when classes begin for Spring. If Stafford or PLUS loans will be used to pay for semester charges, this option may not be used.
- 2) **Enrollment with Tuition Management System's (TMS)** annual ten-month payment plan. A budget is set up with this outside agency based on estimated charges less estimated financial aid (including loans) for the entire school year. The first payment must be received by TMS no later than July 20 of each year to enroll in this option. There is a \$100.00 enrollment fee for this plan. A budget must be approved and a contract signed with the Business Office each semester by the appropriate deadlines. All prior balances must be paid to be eligible for this option. Information regarding this option is mailed in June by TMS to all registered and prospective students.

3) After the prior balance is paid in full, **The Standard Option** is for at least 70% of the total semester charges plus any prior balance to be covered by financial aid or cash payment by the financial registration deadline of August 15 for Fall and the day prior to when classes begin for Spring. The remaining 30% is payable in three monthly payments due the 15th of the following three months. This payment option is subject to interest of .83% per month on the unpaid portion of the student's account. A contract must be signed with the Business Office by the appropriate deadline.

Deposits

A room reservation deposit of \$50.00 is required upon submission of the campus housing form to the Student Life Office. A refundable campus housing cleaning/damage deposit of \$150 will be required of all students living in campus housing.

Student Health Insurance

All students are required to have health insurance. Students will automatically be enrolled in and charged for a University-sponsored health insurance plan unless they provide evidence of coverage under another plan to the Vice President for Business and Finance.

Bookstore Charges

Books, printed notes, and other supplies required for courses offered may be purchased by registered students from the Founders Bookstore. Purchases may be made with cash, check, or major credit cards.

Educational Loan Agreements

Students leaving the College with a balance due must complete an educational loan contract with the Student Receivables Office. VUSC policy holds the submission and signing of this contract as a requirement for participation in graduation ceremonies.

Transcripts

Two academic transcripts are furnished free to current or former students. For each additional transcript there is a fee of \$4.00. For 24-hour service, additional fees may be charged. A transcript will not be issued to, or on behalf of, any student whose educational loan (student account) is not paid in full or whose Federal Perkins Loan is delinquent.

Meals

All students residing on campus during regular semesters are required to participate in a meal plan provided by the College (more info on Page 20 under Food Services). Adjustments may be made for those whose regular off-campus work hours or verified medical problems prevent meal attendance of at least ten meals per week during scheduled Dining Commons hours. Anyone seeking an adjustment under the above provisions should contact the Vice President for Student Affairs before the end of the second week of the semester. An additional fee is charged for meals during Christmas break.

Room

Residence on campus is available for students in two residence towers, two residence halls, campus

apartments and Vanguard Centre. Room costs are established on a semester basis, and rooms are to be vacated at the end of the semester or upon withdrawal from classes, except for those students enrolled in both the Fall and Spring semesters.

The College retains the right to use student housing during the Christmas holidays and Spring break for college-endorsed conferences. Advance notice of two weeks will be given to students if their room is needed.

Refund Policies

Tuition Refunds

Tuition refunds will be made for withdrawal from the College or course load reduction when an official withdrawal form or an official add/drop form is filed with the Records Office. Refunds will be based on the date of receipt of the official forms by the Records Office according to the following tuition refund schedule:

Prior to the First Class Session	100%
Through the Second Week of the Semester*	100%
Through the Fourth Week of the Semester	50%
Through the Eighth Week of the Semester	25%
After the Eighth Week of the Semester	-0-

First Semester students receiving Federal Aid are eligible for a prorated refund on all charges. See the Financial Aid Office for calculation.

*The first week of the semester ends at close of business on the third day of classes. Weeks following are regular five-day business weeks. Other class schedule formats are prorated accordingly.

Room and Board Refunds

Room and board refunds will be made to students who have withdrawn from College or have received an on-campus exemption through the Office of the Vice President for Student Affairs. The refund is based on the tuition refund schedule listed above and is calculated from the established college occupancy date and the actual date of vacancy.

Orientation Fee

This fee is non-refundable.

Other fees

All other fees including all unused course fees are refundable based on the tuition refund schedule listed above.

ACADEMIC INFORMATION

Admission Policies for Traditional Undergraduate Programs

Admissions Office

MISSION: The mission of the Admissions Office is to market VUSC effectively with integrity to the Christian prospective student population, and to provide high quality admissions counseling and information to prospective students and their parents, pastors, and counselors.

Selective Admission

The College of Vanguard University practices selective admission and encourages applications from Christian students who desire an education that integrates the Christian faith with learning and living, provides intellectual challenge and growth, and fosters spiritual commitment. The College, therefore, reviews applicants' academic records, moral character, and willingness to comply with the standards and values of the College. All applicants are evaluated without regard to race, gender, age, political affiliation, national origin, or disabling conditions.

The average freshman enters VUSC with a high school grade point average of 3.39. A minimum GPA of 2.50 is required for freshmen. Transfer students are required to have at least a 2.00 GPA. A limited number of students who do not meet these minimum GPA requirements are admitted on a "provisional" status. Provisional status places students on academic probation during their first semester of attendance, and requires at least a 2.0 grade point average during that semester in order to continue at VUSC.

High School Preparation

No arbitrary entrance requirements are imposed, nor does the College require a set pattern of high school subjects. However, a strong college preparatory program in high school is vigorously recommended. The following high school courses are considered basic for college admission:

English—4 years	Science—2 years
Mathematics—2 years	Social Studies—3 years

High school students could further enhance their experience in college by taking additional courses in the disciplines above and other courses in humanities, foreign language, and practical application courses such as those requiring computer literacy.

Application Deadlines

Students interested in applying for admission should request admission materials early by writing to or calling the Admissions Office. Prospective applicants who are still in high school should request these materials very early in their senior year.

VUSC operates with a rolling admissions system and will accept and approve applications for admission throughout the year. However, applications received after July 31 for the Fall semester or after November 30 for the Spring semester may not be processed completely in time for registration, requiring the students to defer application to the following semester.

Students desiring financial aid should submit a "Free Application for Federal Student Aid" (FAFSA) to the government and a "Financial Aid Application" to the VUSC Financial Aid Office by March 2. In order to meet the March 2 priority deadline for financial aid, California residents must also file the GPA verification form with the California Student Aid Commission by March 2.

First-Time College Freshmen

Applicants for admission to VUSC as freshmen must follow the procedure outlined below:

1. **Application.** Submit the undergraduate application for admission to the College Admissions Office with the \$30 (non-refundable) application fee.
2. **High School Transcripts.** Arrange for an official copy of your high school transcript to be sent to the College Admissions Office sometime during the first semester of your senior year. Applicants are also responsible to request that their eighth semester grades be forwarded upon graduation.
 - Students graduating with a General Education Development (GED) diploma must submit test results along with transcripts of any high school work completed.
 - Students who have graduated from a non-regionally accredited or non-ACSI accredited high school, or who have been home-schooled must achieve satisfactory test scores from either the ACT or SAT in order to be considered for admission. In addition, students with such educational backgrounds must take the GED in order to be eligible for federal and state student financial aid (according to federal guidelines).
3. **References.** List your pastor's telephone number and address on the application so that the Admissions staff can contact him or her. A pastoral reference is required for admission to the College at VUSC.
4. **Standardized Tests.** Take either the Scholastic Aptitude Test (SAT) or the American College Test (ACT). Information and registration forms may be obtained from your high school counselor. The addresses for testing information are as follows:
 - American College Testing Program (ACT)
P.O. Box 2201, Iowa City, Iowa 52243
 - College Entrance Examination Board (SAT)
Box 6200, Princeton, NJ 52243

VUSC does not require a minimum score on standardized tests such as the SAT or ACT, but uses the scores in the admissions, course placement, and financial aid processes.

Transfer Students

Students desiring admission by transfer from a recognized college or university will follow the same basic procedure outlined for freshmen above. Transfer students also are subject to the following requirements:

1. **High School Transcripts.** An official transcript of high school credits is not generally required of students who have earned sixty or more semester college credits.
2. **Transfer Reference.** Transfer students who have attended another Christian college are required to submit a transfer reference form (available at the Admissions Office) to be completed by the Dean of Students at the most recent Christian college attended.
3. **Standardized Tests.** A student transferring from a regionally unaccredited liberal arts or Bible college must present acceptable scores on either the College Board Scholastic Aptitude Test (SAT) or American College Test (ACT). Other transfer students who have completed their general education requirements in English and mathematics are not generally required to submit standardized test scores.

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4. **Official Transcripts.** An official transcript of all college work must be sent to the Admissions Office. Credit for courses receiving less than a grade of "C-" will not transfer. A course receiving the grade of "D," however, may satisfy general education requirements for graduation at Vanguard University (no more than three general education requirements can be satisfied with a "D" grade). At no time will transfer students be admitted until they present evidence of honorable dismissal from the institution last attended.
 5. **Community Colleges.** A maximum of seventy units may be transferred from community colleges. Work considered as terminal, occupational, or industrial arts will not be included in the 124 unit hours required for graduation.
 6. **Minimum Required Units.** A minimum of twenty-four of the last thirty units and at least one-half of an academic major must be taken at VUSC.
 7. **General Education.** Transfer students who have not fully met the general education requirements of Vanguard University may be allowed to satisfy these deficiencies by substituting similar courses from those that were accepted. The Registrar will make such determinations.

Articulation Agreements with California Community Colleges

Students at California community colleges who are considering transferring to Vanguard University should follow the CSU pattern of study with the Intersegmental General Education Transfer Curriculum (IGETC) at the community college of attendance, with the following stipulations:

1. Only students who are not currently enrolled, and who have not been previously enrolled, at Vanguard University may use the IGETC program to meet the general education requirements at VUSC.
2. Areas 1 through 5 (CSU pattern) must be followed with the addition of the CSU Graduation Requirement in U.S. History, Constitution, and American Ideals.
3. Beyond the courses included in the IGETC pattern, students who transfer to VUSC will be required to take additional general education coursework: thirteen units of religion; three units of philosophy (if not taken as part of IGETC); an English Proficiency Exam taken before the end of the first semester of the student's Junior year at VUSC; and two units of physical education activity courses. The two units of physical education activity courses, however, can be taken at the community college as long as the total transfer credit does not exceed seventy units.
4. Students at any California community college do have the option of transferring to Vanguard University before completion of the entire IGETC program. If a student transfers before completing the IGETC, all coursework taken at the community college to meet IGETC guidelines will transfer to VUSC and meet general education requirements.
5. Partial or full completion of the IGETC does not guarantee admission to Vanguard University. Students may be approved for admission after an application for admission has been filed with the Admissions Office at VUSC.

Re-Admission

Students interrupting their educational program by not registering in any subsequent Spring or Fall semester must submit a simplified "Application for Re-Admission" (with a \$15.00 application fee) to the Admissions Office. If the length of absence from VUSC exceeds two consecutive semesters, the student will be required to meet any new graduation requirements which may be in effect at the time of re-admission. Students who have completed twenty-four units at VUSC and have formerly declared a major, after being out of attendance for no more than two consecutive semesters, may return finding that the requirements have not changed. If the program is interrupted for two or

more academic years, students must submit a \$30.00 application fee with a standard application form and at least one current pastor reference to the Admissions Office.

International Students

International students must complete the same admissions process as other freshmen or transfer students.

Additionally, international students must fulfill the following requirements:

1. **Financial Certification.** Submit annual financial certification showing financial sponsorship for duration of planned study.
2. **Deposit.** Submit a check in U.S. dollars to cover 70% of basic costs of first academic year before the I-20 form is issued.
3. **TOEFL.** International students for whom English is not their native language are required to take the Test of English as a Foreign Language (TOEFL) and submit their scores to the Admissions Office. A score of at least 550 is required for admission to Vanguard University.
4. **Transferring.** To become eligible for transfer to VUSC from another American college, approval must be obtained from the previous school attended and the U.S. Immigration and Naturalization Service.
5. **Full Time.** International students must maintain twelve units each semester.

Notification of Admission

Students who have applied for admission will receive a letter notifying them of their eligibility approximately two weeks from the date all relevant information-application forms, transcripts, and test scores-is on file with the Admissions Office. Students will be advised of their acceptance. Upon acceptance to VUSC, the following procedures must be completed:

1. **Residence Arrangements.** All students will be sent a college resident application or an off-campus housing petition which is to be returned to the Admissions Office. Permission to live on campus is not considered official until confirmed in writing by the Student Life Center.
2. **Health Questionnaire.** Along with the notification of admission, each student will receive a medical health history form. This form is to be completed and returned to the Admissions Office. The health questionnaire is required of students who are entering VUSC for the first time or returning after an absence of more than one calendar year.
3. **Enrollment Deposit.** Prior to securing financial aid, academic course registration, and campus housing, approved applicants must submit a \$200 enrollment deposit to the Undergraduate Admissions Office. This deposit is non-refundable after May 1 for Fall term applicants, and December 1 for applicants for the Spring semester.

Student Classification in VUSC's College

Regular Students--Students who have fully met all the requirements for admission, have been admitted to candidacy for a degree, and are making satisfactory progress toward graduation. A limited number of students who do not meet all the admission requirements may be admitted as "provisional" students. Students admitted provisionally generally are required to limit their course load to twelve units per semester, and many are required to take a special course (College Learning Concepts) to assist with adjustment to the demands of college.

In order to receive regular classification and continue at VUSC, provisional students must attain a

2.0 grade point average in their first semester of full-time enrollment.

Students-at-Large--Students who are allowed to attend Vanguard University without submitting the credentials required for admission with regular status. This classification is possible only for those taking six units or less during any semester except Summer Session. Student-at-large application forms are available through the Admissions Office.

Students-at-large earn academic credit for work completed successfully, but they are not considered degree-seeking students at Vanguard University.

Auditors--Students may attend class with no obligation to participate actively in the work. For such students, no examinations are given, no assignments are requested or marked; however, no credit may be obtained for such attendance. Auditors pay the auditing fee. A student must attend at least 50% of the class sessions in order to have the audited course recorded on the transcript.

Academic Policies

Records Office

MISSION: The mission of the Records Office is to serve the VUSC community and external publics by implementing academic policy approved by the VUSC faculty into the functions of academic registration, institutional academic record-keeping/reporting, and the maintenance of students' academic records.

Academic Calendar

Vanguard University operates on a two-semester academic calendar system.

Fall Semester--The semester normally is scheduled from late August to the Christmas Holiday. A normal load for this session is twelve to sixteen units.

Spring Semester--The semester normally is scheduled from early January to early May. A normal load for this session is twelve to sixteen units.

Summer Sessions--The Summer semester, which normally is scheduled from mid-May through early July, is divided into three sessions. Three units can be earned in each of the three week sessions (four in lab courses), or a total of ten units in all three sessions.

Registration

Registration dates are specified on the calendar in the front pages of this catalog. A student may register for a course or courses after the cutoff date given, but for no more than the number of units equal to the number of full weeks remaining in the semester (including the week of final examinations), and with the permission of the Dean for Enrollment Management and the instructor(s) involved.

Students will receive credit only for those courses in which they are formally registered. No registration is complete until tuition and fees have been paid or a satisfactory arrangement has been made with the Business Office. Late fees will be charged to students who do not complete the registration process prior to the published deadlines.

Students may not receive credit for concurrent enrollment at any other institution without prior approval by the Registrar. Further, the College reserves the right to cancel any scheduled course in which the enrollment is less than ten.

Student Academic Load in the College

A normal academic load is from twelve to sixteen units per semester. Students taking less than twelve units are considered to be part-time. Students who are employed for more than three hours of work daily will find that twelve units is a sufficient load. Each student may register for one class during each of the Summer sessions.

Students who wish to register for more than eighteen units must have a cumulative "B" average and must secure advance written approval from the chair of their department or division. Ideally, a student should budget two hours of preparation for each class hour.

The following persons must maintain twelve or more units per semester: international students possessing a student visa (F-1 status), Social Security dependents, students receiving Cal Grants, and students who participate in intercollegiate athletics.

Special Class Enrollment Options

Conference Courses--Students, who for good reason cannot enroll in a listed catalog course when it is regularly scheduled, may request to take a conference course. To have a conference course approved, a student must (1) receive permission from the instructor offering the course, the divisional or departmental chair, and the Registrar; and (2) pay a fee in addition to the regular tuition. No more than four conference courses may be credited toward graduation.

Individual Studies Courses--Outstanding upper-division students may pursue specifically designed courses of individualized study within their major for up to three units per semester and for a total of twelve units applicable to graduation. Such courses are initiated by the student, who must secure an appropriate sponsoring faculty member to supervise and evaluate the project. A written prospectus of the nature of the proposed study, its objectives, resources, procedures, requirements, and basis for evaluation--as devised by the instructor or by the student in consultation with the instructor--must be submitted to the appropriate department or division chair and Registrar for approval. Individual studies carry an additional fee beyond regular tuition.

Pass/Fail Courses--Outstanding seniors and juniors may enroll for one course each semester on a Pass/Fail basis. A maximum of two courses taken on a Pass/Fail basis may be credited toward graduation. The request for such a grade must be made at the time of registration. These courses may not be used to meet general, major, or professional requirements with one exception: With the permission of the Dean of the College, seniors maintaining a GPA of at least 3.25 may use an upper-division course to meet a general education requirement. A grade of "C" must be earned in order to be granted a "Pass" grade for the course. If an "A" grade is earned, it will be recorded on the transcript.

Residence Courses--Residence courses are those taken during regularly scheduled sessions on the VUSC campus as distinct from extension, correspondence, or other special courses.

Cross Registration Between Traditional Degree Programs in the College and Degree Programs in the School for Professional Studies (SPS)

Students enrolled in the traditional college may enroll concurrently in classes in SPS Degree

Programs according to the following criteria:

1. Students are considered on a case by case basis.
2. Students must obtain "cross-registration" approval by their Divisional Chair.
3. Students must possess a cumulative GPA of 3.0 or higher.
4. Students must have at least 72 cumulative units (i.e., second semester junior status).
5. Students may not "cross-register" for more than nine cumulative units.
6. Students will be enrolled in SPS Degree Programs as "students at large" (not eligible for Financial Aid).
7. Students will pay the prevailing SPS Degree Programs tuition rate.
8. Students wishing to cross-register in SPS Degree Programs should request a cross-registration application form from the SPS Office.

SPS Degree Program students at VUSC may enroll concurrently in classes in VUSC's traditional college according to the following criteria:

1. Students are considered on a case by case basis.
2. Students must obtain "cross-registration" approval by their Division Chair.
3. Students will be enrolled in U/G as "students at large" (not eligible for Financial Aid).
4. Students will pay the prevailing Traditional U/G tuition rate.
5. Students wishing to cross-register in traditional coursework should request a cross-registration application form from the Undergraduate Admissions Office.

Study Abroad Courses

Academic credit for college-sponsored study trips conforms to WASC guidelines. One unit hour is granted for each week of study, with an additional unit hour possible if academically warranted. All college-sponsored study trips and semester abroad programs must be approved by the Academic Affairs Committee. Some academic divisions and departments restrict the number of unit hours earned from study trips which students may count toward their major. Students should consult with their academic advisor or divisional or departmental chair for counsel on study trips or semester abroad programs.

Veterans

Vanguard University is approved for training under the provisions of all applicable regulations of the Veterans Administration and of the California Post-Secondary Education Commission relating to Veterans Affairs.

Upon acceptance by the College, veterans may apply for benefits in the Records Office. Those students applying for veterans' benefits under the "New G.I. Bill" may do so by submitting the notice of basic eligibility to the Veterans Advisor. Post-Vietnam Era veterans and those veterans applying for benefits under the provisions of the "Old G.I. Bill" must submit a certified copy of their separation papers (Form DD-214), along with the appropriate application form(s).

Vanguard University grants credit for certain types of military experience and educational training. Appropriate course work completed through the U.S. Armed Forces Institute will be accepted. Based on Form DD-214 (separation papers) two units of credit will be given to veterans who have completed 180 days of active service to meet general education requirements of physical education. Any additional credit is granted by the Registrar on an individual basis.

Credit by Testing and Extension

Vanguard University grants advanced placement and credit to students who receive the grade of "3" or higher on tests administered in the Advanced Placement Program of the College Entrance Examination Board.

Credits achieved through the College Level Examination Program (CLEP) exam offered in various college subjects may be applied to a degree program. Work taken through any reputable extension or correspondence program will be recognized for fulfilling graduation requirements. A maximum of twenty-four hours of unit will be accepted from Advanced Placement, CLEP, International Baccalaureate (I.B.), other testing organizations, or from non-VUSC extension and correspondence. VUSC grants advanced placement and credit to students who receive a score of "4" or higher on the higher-level exams in the I.B. program.

Change of Class Schedule

Students are responsible for the individual program they select upon registration. Changes may not be made thereafter without the filing of an add/drop form in the Records Office. A class dropped during the first four full weeks is not entered on the transcript; however, one dropped subsequently up to the end of the eighth full week will appear on the transcript with a grade of "W." Classes dropped after the eighth week will receive a grade of "F" unless the professor, aware of extenuating circumstances beyond the control of the student, is willing to grant a "WP" or "WF"; however, the student must be earning a minimum grade of "C" in the course to warrant a "WP."

All classes added after the second full week of classes must be approved by the instructor or the chair of the division or the department.

For those courses that are offered on an unusual calendar, withdrawals received in the Records Office during regular business hours prior to the end of the first quarter of the total number of class hour sessions offered in the course will have no entry made on the transcript; withdrawals received in the Records Office during regular business hours prior to the end of the second quarter of the total number of class hour sessions will receive a "W" on the transcript; withdrawals received in the Records Office during regular business hours prior to the last class hour session will receive a grade of "F" unless the professor, aware of extenuating circumstances beyond the control of the student, is willing to grant a "WP" or "WF."

Withdrawal from College

To withdraw officially from the College, a student is required to complete the following procedure:

1. Procure a withdrawal form from the Records Office.
2. Complete the form, including the required signatures.
3. Return the completed form to the Records Office.

Upon complying with this procedure, the student is then entitled to a refund in keeping with the refund policy found in the Financial Information section of this catalog.

Grading System

Grade	Significance	Grade Points
A	Exceptional	4.00
A-		3.67
B+		3.33
B	Above Average	3.00
B-		2.67
C+		2.33
C	Average	2.00
C-		1.67
D+		1.33
D	Below average	1.00
D-		0.67
F	Failure	0.00
W	Withdrawal	Not Applicable
WP	Withdrawal Passing	Not Applicable
WF	Withdrawal Failure	0.00
Cr	Credit	Not Applicable
I	Incomplete	Not Applicable
P	Pass (Granted for "C" or higher)	Not Applicable
Au	Audit	Not Applicable

A grade point is a numerical value assigned to a letter grade. Each unit with a grade of "A" is assigned four grade points. Each unit with a grade of "B" is assigned three grade points, etcetera.. Thus, for example, a three-unit course with a grade of B is assigned a total of nine grade points. A grade point average (GPA) is determined by dividing the total number of grade points by the number of units attempted for which grade points are assigned.

The term "current grade point average" refers to the GPA earned in the last session of enrollment. The term "cumulative grade point average," on the other hand, refers to the average of the total of grade points accumulated divided by the total of all units earned in the College. The cumulative GPA is calculated and then entered on the transcript of the student's academic record at the end of each session or semester.

While courses are transferred from other colleges, grade point averages are determined only on the basis of courses completed at VUSC.

Incomplete Grades

Incomplete work in the College must be made up by no later than four calendar weeks following the Friday of the final examination week of the semester (or other academic session) in which the "Incomplete" was granted. If this is not done, an alternate grade, which the instructor assigns along with the "Incomplete," automatically becomes effective and is placed on the permanent record of the student. An instructor is under no obligation to assign an incomplete grade or to administer a make-up examination. Exceptions or extensions to the four-week limitation are made only with the approval of the division or departmental chair of the academic division or department in which the course is offered.

Class Attendance

Regular and punctual class attendance is expected and is essential to optimum academic achievement. Students in lower-division classes are given an "F" for any course in which they have been absent more than one-fifth of the scheduled class meetings. Attendance requirements in upper-division classes are established by each teacher.

Absences occasioned by participation in a college-approved activity (e.g. field trips, athletic contests) are governed by the following:

1. Students are responsible for initiating the process of makeup work. Work must be submitted when due whether or not the student is present.
2. Scheduled events (games, concerts, tournaments) constitute an excuse to miss class; however, practices do not.
3. Students should clear their class schedules with coaches or directors before registering for classes to minimize potential conflicts.
4. Missed classes for authorized events will count toward the one-fifth absence allowance. Student athletes and others affected by excused absences should be particularly careful not to miss other class sessions for unauthorized reasons.
5. Students shall not be penalized for missing class for authorized college activities by loss of attendance points. On the rare occasion it would be impossible to make up a missed class or lab, the student should miss the activity and not be penalized by the coach or director.

Class Standing

Class standing, which classifies students for both academic and social activities, is determined on the basis of the accumulated number of units applicable toward graduation at this college in keeping with the following chart:

Freshman	0-26
Sophomore	27-56
Junior	57-87
Senior	88 +

Academic Probation

Definition- "Academic probation" is a term used to designate a period of close academic supervision, generally including reduced allowable activities, imposed to improve unsatisfactory academic performance.

Restrictions- Students on academic probation may not register for more than twelve units excluding physical education activity courses during the probation period. Such students shall not hold a student body office and must curtail extracurricular work and activities as recommended by their faculty advisor. In certain cases, eligibility for participation in intercollegiate sports may be forfeited per action of the Athletic Committee.

Causes- A student's official transcript will reflect academic probation following any full semester in which a student's current or cumulative grade point average drops below a "C" average (2.0).

Removal- Academic probation will continue for the student until the current and cumulative GPAs are raised to 2.0.

Academic Disqualification

A student is subject to academic disqualification after two consecutive semesters of academic probation. Students academically disqualified are precluded from further enrollment at the College unless, in the judgment of the Enrollment Management Committee, significant academic improvement is made in the last probationary semester. A disqualified student may appeal for re-entry by petition to the Enrollment Management Committee.

Honors

The Dean's List, which is published at the end of each semester, honors all full-time baccalaureate students who have earned a GPA of 3.5 for the semester. The GPA must be calculated on twelve units or more. An exception may be made when no more than three of the twelve units are taken on a Pass/Fail basis.

Graduating students in the College who have completed at least forty-five units prior to the beginning of the last semester at Vanguard University and who have maintained an average of 3.5-3.69 will graduate Cum Laude; those with an average of 3.7-3.89 will graduate Magna Cum Laude; and those who have an average of 3.9 or above will graduate Summa Cum Laude.

Student Honor Societies

College students enrolled in a major within the Division of Social Science may be accepted into the College's chapter of the following honor societies for superior academic performance and social service: Phi Alpha Theta (history), Lambda Alpha (anthropology), Psi Chi (psychology), and Alpha Zeta (sociology).

Course Numbering

Course numbers are assigned as follows:

90-99: Considered college preparatory and are not accepted toward the B.A./B. S. degrees.

100-199: Freshman level

200-299: Sophomore level (Freshmen are admitted to this level of courses provided prerequisites have been met.)

300-499: Upper level (Sophomores who have their advisor's consent and have met prescribed prerequisites are admitted to this level.)

500-599: Graduate level (These courses also are offered at the undergraduate level for qualified students.)

600-799: Graduate level only

1000-1199: Professional Development

Definition of Degree Nomenclature

Degree: the degree and level (e.g., B.A., B.S.).

Major: the academic field of specialized study offered by an undergraduate academic division or department; a major has an evaluation checksheet, appears on the academic transcript and on the diploma (e.g., Communication).

Concentration: a curriculum that concentrates on a particular recognized field of study within a major; a concentration has an evaluation checksheet, and appears on the academic transcript, but not on the diploma (e.g., Communication: Television and Film).

Emphasis: a curriculum that emphasizes a limited number of distinct courses within a major

but which are not sufficient in depth or scope to qualify as a specialized concentration in an academic field of study; an emphasis has no evaluation checksheet and does not appear on the academic transcript or on the diploma (e.g., Biology: Botany and Ecology).

Baccalaureate Degrees Granted

The College offers the Bachelor of Arts and the Bachelor of Science degrees.

The Bachelor of Arts or the Bachelor of Science degree is awarded to students who are graduated by the various academic divisions of the College. Through its traditional programs, the College currently offers twenty-two majors in the following areas:

Division of Business:

A Bachelor of Arts Degree with majors in these academic fields of study:

- Accounting
- Business Administration
- Finance
- International Business with an Anthropology Minor
- Management
- Marketing

Division of Communication:

A Bachelor of Arts Degree with a major in this academic field of study:

- Communication with concentrations in Public Address or Television and Film

Division of Fine Arts:

A Bachelor of Arts Degree with majors in these academic fields of study:

- Music with emphases in Music Education, Music Ministry, or Performance
- Theatre

Division of Liberal Studies:

A Bachelor of Arts Degree with a major in this academic field of study:

- Liberal Studies (education)

Division of Literature and Modern Languages:

A Bachelor of Arts Degree with majors in these academic fields of study:

- English
- Spanish

Division of Natural Sciences and Mathematics:

A Bachelor of Science Degree with majors in these academic fields of study:

- Biology with emphases in Botany and Ecology, Education, or Pre-medical Studies
- Chemistry
- Exercise & Sports Science with concentrations in Pre-physical Therapy/Athletic Training, Sports Science, or Teaching/Coaching
- Mathematics

Division of Religion:

A Bachelor of Arts Degree with a major in this academic field of study:

- Religion with concentrations in Biblical Studies, Christian Formation and Discipleship, Intercultural and Urban Studies, Pastoral Leadership, or Youth Leadership

Division of Social Science:

A Bachelor of Arts Degree with majors in these academic fields of study:

- Cultural Anthropology
- History and Political Science
- Psychology
- Sociology
- Social Science

Through its Degree Programs, the School for Professional Studies currently offers the Bachelor of Arts degree in three majors in the following areas:

Division of Business:

Business major with a concentration in Organizational Management

Division of Religion:

Religion major with a concentration in Ministry and Leadership

Department of Psychology:

Psychology major with a concentration in Human Development

Degree Requirements

Candidates for the Bachelor of Arts degree or the Bachelor of Science degree in the College's traditional programs must meet the following requirements:

1. A minimum of 124 units and a cumulative grade point average of 2.0 are required for graduation. A minimum of forty units must be upper-division work, and twenty-four units must be taken in residence at VUSC.
2. A passing score on the college-prescribed English Proficiency Examination. Students must take the test during their sophomore year. Transfer students must take the exam during their first year of enrollment at VUSC. Exceptions to the above schedule must be cleared by the English Department.
3. A minimum of twenty-four of the last thirty units must be earned at VUSC.
4. A major in a department or division must be completed as prescribed by the catalog. At least one-half of the major must be completed at VUSC.
5. A minor in a department or subject is optional. If a minor is not declared, a student will complete the required units for graduation by taking elective courses.
6. An application for graduation must be filed in the Records Office no later than the beginning of the semester in which graduation is anticipated.
7. Students must complete the general education program of fifty-five units.
8. Candidates must maintain good character and a consistent Christian life.

Core Curriculum

The College is committed to a broad education in the liberal arts, an objective which requires study in a variety of academic disciplines and is fulfilled in part by its core curriculum in general education. The core curriculum is designed to produce the student learning outcomes described in the College's "Educational Targets and Goals." Therefore, these courses in the core curriculum are designed to develop a belief system, the requisite knowledge and skills for a rich and productive life of learning, and the social and cultural awareness needed to function responsibly in the contemporary world. Though it is recognized that education is a process not simply achieved by the completion of a set of courses, thoughtful participation in core curriculum classes should help students advance toward the goals of encouraging inquiry, increasing facility in the use of numerical data,

heightening understanding of the scientific process, expanding awareness of and respect for other cultures, sharpening historical perspective, and developing values. By establishing links between different disciplines, relating the past to the present, and increasing awareness of contemporary challenges, the core curriculum classes should open new vistas for all students and encourage a lifelong pursuit of knowledge.

Although courses in the core curriculum are arranged for convenience under divisional headings, specific objectives are not limited to a single class but are addressed in a variety of courses. The following list suggests the division which has a primary responsibility for the stated objectives. Each course designated as part of the core curriculum should state in its syllabus the specific educational targets and goals it is designed to meet. Although substitutions or waivers may be made if a student's skills and knowledge justify them, the listed course options will constitute the core curriculum program for most students.

Literature, Communication, and Fine Arts (15)

The following courses are designed to improve communication and critical thinking skills, and increase knowledge of and appreciation for literature and the arts. The courses aim primarily at the educational targets and goals of intellectual development, professional excellence, aesthetic expression, and sociocultural responsiveness.

ENGL 101 ¹	3 units
ENGL 102 or 104	3 units
ENGL 251, 301, 302, 310, 311, 312, or 415	3 units
COMM 101, 290, 444, or 445	3 units
ART 252, MUSC 102 ² or 104, or THEA 201	3 units

Natural Sciences and Mathematics (12)

The following courses are designed to increase the student's ability to function mathematically and better understand the scientific process. The courses aim primarily at the educational targets and goals of intellectual development, professional excellence and responsible stewardship.

MATH 104, 116, 117, 120, 180, or 265 ³	3 units
Lab science	4 units
Math or science electives ⁴	3 units

The following classes are designed to encourage understanding of the functioning and care of the body. The courses aim primarily at responsible stewardship.

Physical Activity ⁵ or EXSS 105	2 units
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Religion (16)

The following courses are designed to encourage faith development and expand knowledge of biblical literature and the Christian church. The courses aim primarily at the educational targets and goals of intellectual development, spiritual formation, professional excellence, sociocultural responsiveness, and responsible stewardship.

NT 101	3 units
THEO 100, 103, or PLST 220	3 units
OT 201	3 units
THEO 301, 465, 482, 486, NT 455, PHIL 430, or OT 474	3 units
PHIL 201, 210, 310, 311, or 437	3 units
Religion elective	1 unit

Social Science (12)

The following courses are designed to improve understanding of behavior, social institutions, and diverse cultures, and histories. The courses aim primarily at the educational targets and goals of intellectual development, professional excellence, sociocultural responsiveness, and responsible stewardship.

HIST 103, 104, or 256 or approved undergraduate history course	3 units
POLS 255 or approved undergraduate political science course	3 units
PSYC 103 or approved undergraduate psychology course	3 units
ANTH 102, SOCI 100, SOCS 150 or approved undergraduate course	3 units

An approved college multicultural course is required. The list of courses approved by the faculty is found below under "Multicultural Course Requirement."

Total Core Curriculum Requirements: 55 units⁶

- 1 *May be waived by either ACT or SAT scores. If waived, a foreign language course or an additional writing course is required in lieu of ENGL 101.*
- 2 *Music Majors must take MUSC 102.*
- 3 *May be waived by either ACT or SAT examination.*
- 4 *MATH 103 cannot be used to meet this requirement.*
- 5 *No more than eight units in physical education activity or intercollegiate sports will be accepted for college credit.*
- 6 *Provided computer and multicultural prerequisites are met by above courses.*

Multicultural Course Requirement

Because it is the responsibility of all faculty to increase student understanding of the world's diversity as an essential component of the educational process, a conscious effort should be made by all to identify and credit the life and work of those who have contributed to society, culture, and knowledge without respect to race or gender. Particular attention should be given to the cultural richness of our own country.

Although this multicultural approach is to be incorporated across the curriculum, all college graduates should include at least one approved multicultural class in their programs as a core curriculum requirement. The teacher of each approved class accepts the responsibility for clearly indicating the multicultural objectives to be met by the class.

The following are approved classes:

ANTH 102: Introduction to Cultural Anthropology
ANTH 312: Cross-Cultural Studies
ANTH 320: Culture Change
ANTH/HIST/SPAN 341: Latin American Civilization and Culture
ANTH 440: Culture, Personality, and the Individual
COMM 349: Globalization and Intracultural Communication
ENGL 312: American Diversity
ENGL 490: Seminar: Women's Literature
HIST 325: History of Africa
HIST 360: Women in American History
ICST 102: Introduction to Intercultural Studies
PSYC 334: Ethnic Issues in the Helping Professions
SOCI 342: Racial and Cultural Minorities

Security Interest in Student Records

A student may not graduate, nor receive any diploma, grades, certificate, transcript, or letter of recommendation until all financial obligations have been satisfied in accordance with policies

described under "Costs and Payment Policies." Any diplomas, certificates, grades, transcripts, or letters of recommendation shall be retained by the College as a security interest until all such obligations are satisfied. Release of any such security interest prior to or subsequent to any default by the debtor shall not be considered a binding precedent or modification of this policy.

A Second B.A./B.S. Degree

A second Bachelor of Arts or Bachelor of Science degree may be awarded to a student who applies providing a minimum of thirty units beyond the units required for the first B.A./B.S. are achieved. No more than six units may be transferred, and no more than six units may be lower-division. The second B.A./B.S. must be in a major significantly different from the first B.A./B.S., and a minimum grade point average of 2.0 must be maintained. A second B.A./B.S. degree may be pursued concurrently with the first one providing no units are applied to both degrees, including the total number of units needed for the first degree (124). A student desiring to be considered for a second B.A./B.S. must be enrolled at VUSC in the final semester in which graduation requirements are to be met and an "Application for Graduation" must be submitted to the Records Office no later than the beginning of the semester in which graduation is anticipated.

Students may complete a second major at VUSC and have the second major indicated on the transcript; however, only those students who have achieved a second Bachelor of Arts/Bachelor of Science degree will be awarded a second diploma and be permitted to participate in the commencement ceremonies.

Interdisciplinary Studies

The Liberal Studies major is an interdisciplinary program which provides an opportunity for students to seek a broad liberal arts education rather than to concentrate in a single academic discipline.

The Liberal Studies major is the approved academic program for those seeking a California Multiple/Single Subject Teaching Credential. Those students seeking a teaching credential should consult the Division of Liberal Studies for specific requirements.

Declaring a Major

All students are urged to declare a major no later than the end of their third full semester of work. Students are aided in this determination by consulting with the appropriate division or department chair.

Formal declaration of a major or a change of major is made by filing a "Declaration or Change of Major Form" in the Records Office.

Declaring a Minor

A minor consists on average of twenty units in a single subject area. Students cannot receive minors in the same department as their major. A student who desires to develop a departmental minor should consult the chair of the appropriate division or department.

Appeals Procedure

A student seeking a variance from any stated academic policy should consult Dr. Ray White, the Liaison Officer for Student Success, in the Office of the Provost for a petition form and for directions on the academic office that should process his or her particular written petition.

Division of Business

Edwin Westbrook, J.D., Chair

MISSION: *The Division of Business is dedicated to equipping Business students to respond ethically, think critically, communicate effectively and perform with excellence as Christians in a changing world.*

Students may receive degrees in the following majors: accounting, business administration, finance, international business, management, and marketing.

Business Major Requirements: (Core Courses for all Business Majors)

Lower Division	twenty-four units
BUSN 114	Introduction to Business 3 units
BUSN 200	Quantitative Business Methods 3 units
BUSN 215	Principles of Economics (Macro) 3 units
BUSN 216	Principles of Economics (Micro) 3 units
ACCT 220	Principles of Accounting I 3 units
ACCT 221	Principles of Accounting II 3 units
MNGT 241	Principles of Management 3 units
SOCS 265*	Introduction to Statistical Methods 3 units

Upper Division	twenty-one units
BUSN 316**	Legal Aspects of the Business Process 3 units
BUSN 317**	Legal/Ethical Environment of Business 3 units
BUSN 320	Computer Applications in Business 3 units
FINC 330***	Financial Management 3 units
MNGT 346	Organizational Behavior 3 units
MRKT 361	Marketing Management 3 units
BUSN 455	Business Policy and Strategy 3 units

*SOCS/MATH 265 fulfills the general education requirement of a math/science elective.

**International Business majors take BUSN 316 or BUSN 317.

***Accounting majors replace FINC 330 with ACCT 332 Cost Accounting I

Accounting Major

(In addition to the Division of Business Core Requirements)

Major Requirements	twenty-seven units
FINC 220	Personal Financial Management 3 units
ACCT 324	Intermediate Accounting I 3 units
ACCT 325	Intermediate Accounting II 3 units
ACCT 332	Cost Accounting I 3 units
ACCT 333	Cost Accounting II 3 units
ACCT 424	Tax Accounting--Personal 3 units
ACCT 425	Tax Accounting--Corporate 3 units
ACCT 427	Auditing 3 units
ACCT 428	Advanced Accounting 3 units

Suggested Lower- and Upper-Division Electives

BUSN 344	Business Writing/Communication	3 units
ACCT 429	Accounting Theory	3 units
ACCT 430	C.P.A. Review	3 units

Business Administration Major

(In addition to the Division of Business Core Requirements)

Major Requirements	twelve units
BUSN 300	Creative Thinking and Problem Solving 3 units
FINC 331, 332, 401, or 421	3 units
MNGT 333, 342, 345, or 347	3 units
MRKT 362, 365, 366, 367, 368, or 369	3 units

Finance Major

(In addition to the Division of Business Core Requirements)

Major Requirements	eighteen units
FINC 220	Personal Financial Management 3 units
FINC 331	Capital Budgeting 3 units
ACCT 332	Cost Accounting I 3 units
FINC 332	Money and Banking 3 units
FINC 401	Investment and Credit Management 3 units
FINC 421	International Finance 3 units

Suggested Lower- and Upper-Division Electives

MNGT 333	Quantitative Managerial Analysis	3 units
BUSN 450	Business Internship	3 units

International Business Major with an Anthropology Minor

(In addition to the Division of Business Core Requirements)

Business Requirements

Upper Division*

INTB 316	Legal Aspects of the Business Process	3 units
or INTB 317	Legal and Ethical Environment of Business	3 units
INTB 367	Multinational Marketing	3 units
INTB 421	International Finance	3 units

Anthropology, History/Political Science Requirements

Lower Division

INTB 102	Introduction to Cultural Anthropology	3 units
INTB 150	World Geography	3 units
INTB 253	Language in Cultural Context	3 units

Upper Division

INTB 320	Culture Change	3 units
INTB 440	Culture, Personality, and the Individual	3 units
INTB 482	International Politics	3 units

Choose one:

INTB 341	Latin American Civilization and Culture	3 units
INTB 370	Asian Cultures and the Modern World	3 units
INTB 470	Special Topics	3 units

Study Abroad (Choose one)

SPAN 456	CINCEL Semester Abroad	8 or 16 units
INTB 452	Summer Study Tour	1 - 8 units
INTB 457	Semester Study Abroad	8 or 16 units

*Maximum of six units of business upper-division classes may be substituted by appropriate study abroad courses.

Management Major

(In addition to the Division of Business Core Requirements)

Major Requirements		twenty-one units
FINC 220	Personal Financial Management	3 units
BUSN 300	Creative Thinking and Problem Solving	3 units
MNGT 333	Quantitative Managerial Analysis	3 units
MNGT 342	Human Resource Management	3 units
BUSN 344	Business Writing/Communication	3 units
MNGT 345	Production and Operations Management	3 units
MNGT 347	Leadership and Total Quality Management	3 units

Suggested Lower- and Upper-Division Electives

FINC 331	Capital Budgeting	3 units
FINC 332	Money and Banking	3 units
BUSN 450	Business Internship	3 units

Marketing Major

(In addition to the Division of Business Core Requirements)

Major Requirements		twenty-one units
FINC 220	Personal Financial Management	3 units
MRKT 362	Advertising/Promotions	3 units
MRKT 365	Marketing Research	3 units
MRKT 366	Sales and Sales Management	3 units
MRKT 369	Consumer Behavior	3 units
MRKT 367	Multinational Marketing	3 units
MRKT 368	Retailing and Merchandising	3 units

Suggested Lower- and Upper-Division Electives

MNGT 333	Quantitative Managerial Analysis	3 units
BUSN 450	Business Internship	1-3 units

Accounting Courses

ACCT 220, 221 • Principles of Accounting I, II (3-3)

Fundamental procedures, journals, ledgers, financial statements, uses made of accounting data. The second semester emphasizes payroll, partnership, and corporation accounting procedures.

ACCT 324 • Intermediate Accounting I (3)

Prerequisites: ACCT 220 and 221. Concepts and procedures, income, cash, receivables, inventories, plant and equipment, statement analysis, and price level changes. Concentration on the application of accounting theory, standards, principles, and procedures to accounting problems.

ACCT 325 • Intermediate Accounting II (3)

Prerequisite: ACCT 324. Concepts and procedures, investments, intangibles, liabilities, shareholders equity, funds flow, controversial issues. Concentration on the application of accounting theory, standards, principles, and procedures to accounting problems.

ACCT 332 • Cost Accounting I (3)

Prerequisites: ACCT 220 and 221. Principles of cost accounting, cost determination, procedures, control and analysis of cost, and managerial problems which depend upon cost accounting for adequate solutions.

ACCT 333 • Cost Accounting II (3)

Prerequisites: ACCT 332. A study of the systematic processes to measure and evaluate relevant information for internal purposes, while emphasizing inventory valuation and income determination.

ACCT 424 • Tax Accounting--Personal (3)

Prerequisite: ACCT 325. An introduction to tax law and structure as it applies to individuals.

ACCT 425 • Tax Accounting--Corporate (3)

Prerequisite: ACCT 325. An introduction to tax law and structure as it applies to corporations.

ACCT 427 • Auditing (3)

Prerequisite: ACCT 325. A study of the legal, ethical, and reporting role of the external auditor in society; integrated with a study of specific methods and procedures.

ACCT 428 • Advanced Accounting (3)

Prerequisite: ACCT 325. A study of business combinations and preparation of consolidated reports with an introduction to not-for-profit accounting.

ACCT 429 • Accounting Theory (3)

Prerequisite: ACCT 325. This course provides the student with an understanding of corporate financial reporting in light of contemporary accounting theory and practice. It offers the perspective with which to appreciate the nature of existing and emerging issues in accounting and financial reporting. It addresses the conceptual, institutional, and policy elements of accounting as it examines major components of generally accepted accounting principles, conventions, and practices.

ACCT 430 • CPA Review (3)

Prerequisites: All accounting requirements. A review preparation for the AICPA Uniform Accounting Exam. Encompasses all areas included on the exam.

ACCT 490 • Seminar (1-3)

Prerequisite: Consent of instructor. Mutual investigation of one topic in accounting of particular relevance to upper-division majors. May be repeated for credit.

Business Administration Courses

BUSN/INTB 114 • Introduction to Business (3)

A basic survey of the scope, function, and organization of modern business.

BUSN 200 • Quantitative Business Methods (3)

Prerequisite: MATH 104. The business mathematics applications unique to the business worlds of retailing, banking, and finance.

BUSN/INTB/SOCS 215 • Principles of Economics I (Macro) (3)

An introduction to the principles of economic analysis, economic institutions, and issues of public policy.

BUSN/INTB/SOCS 216 • Principles of Economics II (Micro) (3)

An introduction to the economics of private enterprise and resource allocation, including demand, supply, and elasticity; cost of production; price and output determination under various market structures; and pricing and employment resources.

BUSN 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic in business. May be repeated for credit.

BUSN/HUMA 300 • Creative Thinking and Problem Solving (3)

The study and practice of the techniques for creative thinking and idea generation and of the strategies for problem solving and decision making.

BUSN/INTB 316 • Legal Aspects of the Business Process (3)

An examination of law and its development, courts and procedures, and basic legal principles as they relate primarily to business ethics, business crimes, product and service liability, warranty, business organization and operation, insurance, and property.

BUSN/INTB 317 • Legal and Ethical Environment of Business (3)

Prerequisite: BUSN 316. Explores the historical, philosophical, and religious bases of legal systems, the ethical posture of law as related to the moral dimensions of an economic complex, and the policies and implementation procedures of federal, state, and local regulatory bodies.

BUSN/CAPL 320 • Computer Applications in Business (3)

The theory and practice of the major uses of computers in business. Emphasizes hands-on experience with word processing, the electronic spreadsheet, database management, and presentation graphics.

BUSN/CAPL 322 • Advanced Business Computing (3)

Prerequisite: BUSN 320. Further exploration of business computing and its software tools. Emphasizes hands-on experience with various applications, including telecommunications, desktop utilities, special purpose applications, and advanced word processing and spreadsheet uses. Also covers operating system functions.

BUSN 344 • Business Writing and Communication (3)

Prerequisite: ENGL 102 or 104. Analysis of the various functions necessary for successful communication in the business office. Emphasis will be placed upon: interpersonal communications, business letters and memos, proposal and report preparation, case study presentations, and other frequently encountered instruments and processes.

BUSN/CAPL 365 • Computer-Based Information Systems (3)

Prerequisite: BUSN 320. The computer as a management tool in business operations. Information systems theory is accompanied by hands-on experience with software used in decision support, project management, financial modeling and forecasting, and expert systems.

BUSN 450 • Business Intern Program (1-3)

Prerequisites: Business majors or minors with junior or senior standing and approval of instructor. Actual work experience in a business firm providing an opportunity to integrate classroom teaching in practical application under direct supervision. The work assignment is in the area of the student's major interest. Students are required to do outside reading and attend regularly scheduled seminars. Repeatable up to six units.

BUSN/INTB 452 • Summer Study Tours (1-8)

Prerequisite: Consent of instructor. Occasional summer trips to international sites. Will include some coursework along with travel and tour. Units are computed according to the duration of the tour and the hours of instruction, one unit per week of travel. A maximum of sixteen units applies toward graduation.

BUSN/INTB 455 • Business Policy and Strategy (3)

Prerequisites: All major requirements. Designed to allow the business major the opportunity of integrating the knowledge obtained from accounting, economics, finance, marketing, and organizational and personnel management into coherent analytic skills on case studies approximating real world business situations.

BUSN 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in business. May be repeated for credit.

BUSN 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

BUSN/INTB 490 • Seminar (1-3)

Prerequisite: Consent of instructor. Mutual investigation of one topic in business of particular relevance to upper-division majors. May be repeated for credit.

Finance Courses

FINC 220 • Personal Financial Management (3)

Personal management of budgets, bank accounts, loans, credit buying, insurance, real estate, security buying, and investments, providing students with effective management guidelines to manage their own personal financial affairs.

FINC/INTB 330 • Financial Management (3)

Prerequisites: BUSN 200, ACCT 220 and 221. Financial principles and practices related to business corporations, including methods, instruments, control factors in raising, administering, distributing funds, and sources and uses of financial information.

FINC 331 • Capital Budgeting (3)

Prerequisite: FINC 330. The course will outline the strategies and planning processes that are related to long-term financing for those assets whose returns are expected to extend beyond one year. The policy-making decisions and management of these resources will be primarily emphasized.

FINC 332 • Money and Banking (3)

Prerequisite: FINC 330. Nature and functions of money and its relation to prices; the monetary system of the United States; and functions of banks, bank credit, foreign exchange, and monetary control.

FINC 401 • Investment and Credit Management (3)

Prerequisites: FINC 330. The course attempts to familiarize the student with the methods for management of two, major, short-term, corporate assets—marketable securities and receivables.

FINC/INTB 421 • International Finance (3)

Prerequisite: FINC 330. This course integrates various aspects of the financial control system of the firm in real case study analysis. Attention will be given to the application of complex problem solving and model building in dealing with financial and economic forecasting for the firm and the economy.

FINC 490 • Seminar (1-3)

Prerequisite: Consent of instructor. Mutual investigation of one topic in finance of particular relevance to upper-division majors. May be repeated for credit.

International Business and Anthropology Courses

INTB/ANTH 102 • Introduction to Cultural Anthropology (3)

A study of human culture emphasizing culture's origins and processes. The development of concepts and theories about human culture which apply to life in both primitive and modern societies.

INTB/BUSN 114 • Introduction to Business (3)

A basic survey of the scope, function, and organization of modern business.

INTB/SOCS 150 • World Geography (3)

Survey of world geography including physical, economic, political, and cultural factors.

INTB/BUSN/SOCS 215 • Principles of Economics I (Macro) (3)

An introduction to the principles of economic analysis, economic institution, and issue of public policy.

INTB/BUSN/SOCS 216 • Principles of Economics II (Micro) (3)

An introduction to the economics of private enterprise and resource allocation, including demand, supply, and elasticity; cost of production; price and output determination under various market structures; and pricing and employment resources.

INTB/ANTH 253 • Language in Cultural Context (3)

Prerequisite: INTB 102. This course surveys the acquisition and use of language as part of the enculturation process, the relationship of language to culture and their reciprocal influences, language usage, and the nature of language systems through an appreciation of anthropological linguistics.

INTB/BUSN 316 • Legal Aspects of the Business Process (3)

An examination of law and its development, courts and procedures, and basic legal principles as they relate primarily to business ethics, business crimes, product and service liability, warranty, business organization and operation, insurance, and property.

INTB/BUSN 317 • Legal and Ethical Environment of Business (3)

Prerequisite: INTB 316. Explores the historical, philosophical, and religious bases of legal systems, the ethical posture of law as related to the moral dimensions of an economic complex, and the policies and implementation procedures of federal, state, and local regulatory bodies.

INTB/ANTH/ICST 320 • Culture Change (3)

Prerequisite: SOCI 100, INTB 102, or ICST 102. The study of change, its processes and consequences in non-Western and contemporary societies. Special emphasis will be given to cross-cultural change involving migrants, minorities, religious contacts, as well as change at the personal level.

INTB/FINC 330 • Financial Management (3)

Prerequisites: INTB 200, and ACCT 220 and 221. Financial principles and practices related to business corporations, including methods, instruments, control factors in raising, administering, distributing funds, and sources and uses of financial information.

INTB/ANTH/HIST 341 • Latin American Civilization and Culture (3)

A general survey of historical, racial, and cultural elements which have produced Latin America today, including Spanish historical and religious background, early Indian civilization, Spanish colonial policy and institutions, development of republics, and modern national trends.

INTB/MNGT 346 • Organizational Behavior (3)

Prerequisite: MNGT 241. Addresses the problems and dynamics of individuals' and groups' impact upon organizations. Theories of motivation, power, and decision making and their influence upon behavior will be considered as well.

INTB 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in one of the fields of international business. May be repeated for credit.

INTB/POLS 482 • International Politics (3)

Examination of the concepts and principles of the international political system.

INTB/BUSN 490 • Seminar (1-3)

Prerequisite: Consent of instructor. Mutual investigation of one topic in business of particular relevance to upper-division majors. May be repeated for credit.

Management Courses

MNGT 241 • Principles of Management (3)

Principles of organization, authority, responsibility, and accountability; and problems of location, risk, merchandising control, levels of management, and human relations of the business enterprise.

MNGT 333 • Quantitative Management Analysis (3)

Prerequisites: MNGT 241. Introduces students to useful problem-solving techniques to deal with complex problems in business. This course deals with the application of mathematical and economic concepts to management problems.

MNGT 342 • Human Resource Management (3)

Prerequisite: MNGT 241. Organization and role of the personnel department in business, including analyzing and solving case problems drawn from industry. Specific attention will be directed to the area of labor relations and the accompanying issues of collective bargaining, labor law, and union activity.

MNGT 345 • Production and Operations Management (3)

Prerequisite: MNGT 333. Deals with managerial problem solving of issues related to the firm's production facilities, use of resources, and basic operations.

MNGT/INTB 346 • Organizational Behavior (3)

Prerequisite: MNGT 241. Addresses the problems and dynamics of individuals' and groups' impact upon organizations. Theories of motivation, power, and decision-making and their influence upon behavior will be considered as well.

MNGT 347 • Leadership and Total Quality Management (3)

Prerequisite: MNGT 241. Explores the multifaceted world of leadership and its contemporary application. The dynamic developments of Total Quality Management (TQM) and its integration into the functions of business will be examined.

Marketing Courses

MRKT/INTB 361 • Marketing Management (3)

Prerequisites: BUSN 215 and MNGT 241. A study of the structure and analysis of industrial markets and the behavior of business firms in the competitive economy, including retailing, wholesaling, pricing, cost to the customer, and government regulation.

INTB/MRKT 361 • Marketing Management (3)

Prerequisites: BUSN 215 and MNGT 241. A study of the structure and analysis of industrial markets and the behavior of business firms in the competitive economy, including retailing, wholesaling, pricing, cost to the customer, and government regulation.

INTB/MRKT 367 • Multinational Marketing (3)

Prerequisite: INTB 361. Models for delivery of international promotions are studied with an emphasis upon cross-cultural considerations and complications.

INTB/ANTH 370 • Asian Cultures and the Modern World (3)

Prerequisite: INTB 102 or consent of instructor. The cultures of the Pacific Rim, especially the "Four Dragons" (China, Taiwan, Japan, and Korea) are overviewed. Their influence on contemporary global economics, commerce, politics, and "global culture" is explored. Cultural commonalities and differences are also examined. Students will have the opportunity to develop class projects which emulate cross-cultural relations with Asian nations.

INTB/FINC 421 • International Finance (3)

Prerequisite: INTB 330. Integrates various aspects of the financial control system of the firm in real case study analysis. Attention will be given to the application of complex problem solving and model building in dealing with financial and economic forecasting for the firm and the economy.

INTB/ANTH 440 • Culture, Personality, and the Individual (3)

Prerequisites: INTB 102, 320; PSYC 345 recommended. Western conceptions of the psychology of personality and the self-concept are reassessed in light of cross-cultural studies and the contributions of anthropologists. Notions about universality of Western personality attributes are questioned in light of diverse cultural influences. The course is oriented to broaden a student's understanding of personality formation, social character, views of the self, and of the importance of understanding cultural features which contribute to these. A practical course for those intending to work with, minister to, or do clinical work with people from diverse cultural backgrounds.

BUSN/INTB 452 • Summer Study Tours (1-8)

Prerequisite: Consent of instructor. Occasional summer trips to international sites. Will include some coursework along with travel and tour. Units are computed according to the duration of the tour and the hours of instruction, one unit per week of travel. A maximum of sixteen units applies toward graduation.

INTB/BUSN 455 • Business Policy and Strategy (3)

Prerequisites: All major requirements. Designed to allow the business major the opportunity of integrating the knowledge obtained from accounting, economics, finance, marketing, and organizational and personnel management into coherent analytic skills on case studies approximating real world business situations.

INTB 457 • Semester Study Abroad (8 or 16)

Prerequisite: Consent of division chair. A semester of study at an approved study program or university abroad. A graduation requirement of international business majors. Students will receive up to eleven units of international credit and five units of anthropology credit to be applied toward graduation requirements.

MRKT 362 • Advertising and Promotion (3)

Prerequisite: MRKT 361. Studies the roles of advertising and promotions in the overall marketing mix. Included is an examination of methods for communication and budgeting.

MRKT 365 • Marketing Research (3)

Prerequisite: MRKT 361. Develops the skills needed to conduct and apply research for marketing decision making. Problem formulation, secondary data, primary research, and fundamentals of analysis are covered.

MRKT 366 • Sales and Sales Management (3)

Prerequisite: MRKT 361. Probes and identifies responses and conduct of potential consumers to the various stimuli generated in the media.

MRKT/INTB 367 • Multinational Marketing (3)

Prerequisite: MRKT 361. Models for delivery of international promotions are studied with an emphasis upon cross-cultural considerations and complications.

MRKT 368 • Retailing and Merchandising (3)

Prerequisite: MRKT 361. Focuses upon those distribution channels, promotional techniques, and customer relations unique to the retail industry. Special emphasis is directed toward individual development of marketing plans.

MRKT 369 • Consumer Behavior (3)

Prerequisites: All lower-division core requirements and MRKT 361. Provides a usable understanding of current consumer behavior concepts and develops a background of knowledge that will enable the individual to apply these principles in marketing.

MRKT 490 • Seminar (1-3)

Prerequisite: Consent of instructor. Mutual investigation of one topic in marketing of particular relevance to upper-division majors. May be repeated for credit.



Division of Communication

Daniel Jacobo, M.F.A., Chair

MISSION: *The Division of Communication strives to equip students with both the ability to communicate clearly to others in a variety of formats and to evaluate consistently the communication of others.*

Communication Major with a Concentration in Public Address

MISSION: *The public address concentration seeks to provide students with the opportunity to develop their oral communication, interpersonal, critical, written, and research skills within a Christ-centered academic environment.*

The need for effective communication skills encompasses almost every aspect of modern life. The public address concentration provides students with the opportunity to improve their oral and interpersonal communication skills. These skills are especially important in vocations that are people-centered. Vocations that utilize these skills include: ministry, teaching, public relations, law, sales, and management. The public address concentration enables students to perfect the gifts that God has given them.

The public address concentration also offers students the chance to participate in an extra-curricular activity that will help them improve their public oral communication skills: Intercollegiate Forensics. The Forensics Team, or the Speech and Debate Team as it is more commonly called, provides students an opportunity to compete in a variety of events against colleges and universities from across the country. Participation in forensics is a great way to gain practical experience and improve public speaking skills. Scholarships are also available to qualified students.

Public Address Concentration Requirements		forty-seven units
COMM 101	Speech Composition and Presentation	3 units
COMM 115/116/315/316	Forensics	3 units
THEA 201	History of Theatre	
or COMM 206	History of Film, Radio, and TV	3 units
THEA 210	Beginning Acting	3 units
COMM 260	Writing for the Media	3 units
COMM/THEA/PLST 290	Introduction to Interpersonal Communication	3 units
THEA 304	Interpretive Performance	3 units
COMM 305	Communication Theory and Research	3 units
COMM 333	Small Group Leadership	3 units
COMM 349	Globalization and Intracultural Communication	3 units
COMM 355	Public Relations	3 units
THEA 410	Advanced Acting	3 units
COMM 444	Argumentation and Debate	3 units
COMM 445	Persuasion	3 units
COMM 464	Media Criticism	3 units

COMM 492	Senior Project Planning	1 unit
COMM 494	Senior Project Production	1 unit

Communication Major with a Concentration in Television and Film

MISSION: *The TV/film Concentration seeks to prepare students for effective media communication by exposing them to communication history, interacting with current communication theory and criticism, and requiring the expression of communication through a specific medium.*

Possible professional and scholarly areas of emphasis within the TV/film concentration include:

- audio production
- broadcast journalism
- film production
- television production

Each student develops an individual academic plan with his or her advisor. Students are encouraged to take the mix of classes which best meets their professional goals. With approval of their advisor, students can take complementary classes from other departments, such as Business, English, Political Science, Sociology, Psychology, or Religion. An example would be a student who aspires to a media writing career. Such a student could take English literature and writing classes as part of his or her communication major. This flexibility allows the student to maximize his or her educational opportunity at Vanguard University.

In addition to an extensive on-campus curriculum, students have unparalleled opportunities to participate in off-campus education. There are hundreds of internships available in the greater Los Angeles area with major communication corporations and ministries. The Division of Communication is a participant in the National Religious Broadcasters, the Council of Christian Colleges and Universities, the L.A. Film Studies Center, and the Washington D.C. American Studies Program, the latter two programs allow students to live in residence for a semester, take classes, and actively participate with professionals through internships.

All of these opportunities combine to present one of the most extensive mass communication programs of any Christian college. For a sample of student production work, contact the office of the Division of Communication. You can also visit our web site at <http://www.comm.vanguard.edu/tvfilm>.

The computer has become the primary production tool of mass media. The TV/film concentration integrates the computer across the curriculum. The department uses computerized audio, video, and graphics workstations, and a computer lab, all of which are supported by two servers. Students create digital documents that include text, graphics, audio and video, and they maintain their own World-Wide-Web page. Students are encouraged to own a personal computer.

Television and Film Concentration
TV and Film Concentration Requirements **fifty units**

I. Survey of the Field **15 units**

COMM 206	History of Film, Radio, and Television	3 units
COMM 238	Television Industry Survey	
or LA 340	Inside Hollywood	3 units
COMM 240	Computers in Communication	3 units
COMM 260	Writing for the Media	3 units
COMM/THEA/PLST 290	Introduction to Interpersonal Communication	3 units

II. Research Component **8 units**

COMM 305	Communication Theory and Research	3 units
COMM 464	Media Criticism	3 units
COMM 492	Senior Project Planning	1 unit
COMM 494	Senior Project Production	1 unit

III. Applied Communication **12 units**

(Choose twelve units from the following classes based on your area of interest.)

COMM 243	Audio Production	3 units
COMM/PLST 300	Homiletics	3 units
COMM 306	Electronic Field Production	4 units
COMM 308	Television Studio Production	4 units
COMM 315/316	Forensics	1 unit
COMM 323	Graphic Communication	3 units
COMM 328	Film Production	4 units
COMM 334	Broadcast Journalism	3 units
COMM 407	Advanced Electronic Field Production	4 units
COMM/THEA 421	Script Writing	3 units
COMM 422	Advanced Audio Production	3 units
COMM 424	Television Studio Engineering	3 units
COMM 425	Electronic News Gathering	3 units
ENGL 320	Journalism	3 units
LA 365	Introduction to Film Making	

IV. Communication Content **12 units**

Each TV/film student must take an additional twelve units of upper-division communication classes which are not applied communication courses or other upper-division classes, and which are approved by an advisor.

V. Communication Practicum **3 units**

The practicum consists of either an internship (including LA 320 Internship), teaching assistantship, or individual study.

Suggested Course Selections for Applied Communication and Communication Content Emphases:

Audio Production Emphasis Suggested Course Selection

Applied: COMM 243 Audio Production, COMM 306 Electronic Field Production, COMM 308 Television Studio Production, or COMM 323 Graphic Communication, COMM 422 Advanced Audio Production, and COMM 470 Special Topic: Computers in Audio.
Content: MUSC 131 Music Theory I, COMM 331 Television Advertising or COMM 355, Introduction to Public Relations or COMM 470 Special Topic: Narrative Communication, MUSC 325 Music History and Literature, COMM 339 Producing for Television and Film.

Broadcast Journalism Emphasis Suggested Course Selection

Applied: COMM 243 Audio Production or COMM 306 Electronic Field Production or COMM 308 Television Studio Production or COMM 323 Graphic Communication, ENGL 320 Journalism, COMM 334 Broadcast Journalism, COMM 425 Electronic News Gathering.
Content: COMM 339 Producing for Television and Film, POLS 345 United States Foreign Policy, COMM 427 Television Programming, HIST 372 The United States since WWII, or one of the Council of Christian Colleges and Universities American Studies Programs.

Film Production Emphasis Suggested Course Selection

Applied: COMM 243 Audio Production, COMM 306 Electronic Field Production, COMM 328 Film Production and COMM 421 Script Writing.
Content: COMM 331 Television Advertising, COMM 355, Introduction to Public Relations or COMM 427 Television Programming or COMM 470 Special Topic: Narrative Communication, COMM 339 Producing for Television and Film, COMM 357 Dramatic Literature, COMM 470 Film Genres.

Television Production Emphasis Suggested Course Selection

Applied: COMM 243 Audio Production, COMM 306 Electronic Field Production, COMM 407 Advanced Electronic Field Production or COMM 308 Television Studio Production, COMM 421 Script Writing.

Content: COMM 331 Television Advertising, COMM 335 Introduction to Public Relations or COMM 470 Special Topics: Narrative Communication, COMM 339 Producing for Television and Film, COMM 424 Television Engineering, and COMM 427 Television Programming.

Communication Courses

COMM 101 • Speech Composition and Presentation (3)
Survey of the basics of speech including oratory, debate, and extemporaneous speaking. Lab fee.

COMM 115 • Intercollegiate Forensics: Individual (1)
Speech training and public speaking experience through intercollegiate competition and various forensic events. May be repeated for up to four units.

COMM 116 • Intercollegiate Forensics: Debate (1)
Speech training and public speaking experience through intercollegiate competition in debate. May be repeated for up to four units.

COMM 119 • Publications: Newspaper (1)

Prerequisite: Permission of the Instructor. Members of the class constitute the editorial staff of the college newspaper. Class meets weekly for critique on news reporting, writing, editing, makeup, and production of the campus newspaper. May be repeated for a maximum of 4 units.

COMM 206 • History of Film, Radio, and Television (3)

The skeleton histories of film, radio, and television are analyzed to show interrelationships with society which results in an overview of the evolution of mass communication in the twentieth century.

COMM 238 • Television Industry Survey (3)

An overview of the United States' television industry focusing on program sources, delivery systems, programming, television station operations, program ratings, and ethical issues.

COMM/THEA 239 Makeup Design: Fundamentals (3 units)

An introduction to the techniques and application of makeup as it applies to the stage, film and television incorporating color analysis and design techniques for creating old age, fantasy, special effects and crepe facial hair techniques. Lab fee.

COMM/CAPL 240 • Computers in Communication (3)

An introduction to the use of personal computers in the field of communication. Topics include computer hardware, operating systems, word processing, spreadsheets, databases, graphics, audio production, video production, presentations, modems, networks, the Internet, and web page construction.

COMM/THEA 243 Audio Production (3 units)

Prerequisite: COMM 240. Principles and techniques of audio production as applied to radio, television, stage, film and multimedia. Emphasis on multitracking techniques. Lab fee.

COMM 260 • Writing for the Media (3)

Prerequisite: COMM 240. Development of writing techniques for the mass media including drama, commercials, news, and public relations.

COMM/PLST/THEA 290 Introduction to Interpersonal Communication (3 units)

The primary elements of the communication process as it occurs between two persons in everyday settings. Among the topics considered are language and meaning, nonverbal communication, person perception, and self-concept.

COMM/PLST 300 • Homiletics (3)

Prerequisite: COMM 101. A study of the techniques of sermon preparation with some practice in preaching, including instructor and class analysis of class and campus preaching.

COMM 305 • Communication Theory and Research (3)

Prerequisite: SOCS 265. Survey of classical and contemporary theories of communication. Special emphasis is placed upon reading, understanding, and conducting communication research.

COMM 306 • Electronic Field Production (4)

Prerequisite: COMM 243. Principles of video production as applied to single-camera, cinematic-style program construction. Basic exploration of single-camera process, continuity, composition, lenses, lighting, audio, graphics, and editing. Students will complete various television productions including a short drama. Lab fee.

COMM 308 • Television Studio Production (4)

Prerequisite: COMM 243. Basic principles of video productions applied to multicamera, "live-on-tape," and studio operations. Areas of concern include directing, camera, audio, technical support, and technical basis of the television medium. Students will complete various television productions in the studio and on location. Lab fee.

COMM 315 • Intercollegiate Forensics: Individual (1)

Prerequisite: Four semesters of COMM 115. Speech training and public speaking experience through intercollegiate competition and various forensic events. May be repeated up to four units.

COMM 316 • Intercollegiate Forensics: Debate (1)

Prerequisite: Four semesters of COMM 116. Speech training and public speaking experience through intercollegiate competition in debate. May be repeated for up to four units.

COMM 319 • Publications: Newspaper (1)

Prerequisite: Permission of the Instructor. Members of the class constitute the editorial staff of the college newspaper. Class meets weekly for critique on news reporting, writing, editing, makeup, and production of the campus newspaper. May be repeated for a maximum of 4 units.

COMM/ENGL 320 • Journalism (3)

Prerequisite: ENGL 102 or 104. Fundamentals of writing and publication, including editing and administration. News gathering, feature writing, editorials, advertising, and the problems of publishing.

COMM/THEA 321 Acting/Directing for the Camera (3)

Prerequisite: THEA 210. An introductory level class designed to familiarize students with the process of acting and directing for film or video using scenes from current stage and screen plays. Emphasis is on "single camera" situations. Lab fee.

COMM 323 • Graphic Communication (3)

Prerequisite: COMM 240. Introduction to graphic design principles and desktop publishing on the computer. Focus is on acquiring graphic skills and developing effective graphic video and print communication. Lab fee.

COMM 328 • Film Production (4)

Prerequisite: COMM 240 or COMM 306. Exposure to 16mm film techniques including camera operation, lighting, audio, editing, and lab work. Production of several film projects. Lab fee.

COMM 331 • Television Advertising (3)

Prerequisite: COMM 240. A survey of the advertising industry with emphasis on the role of televi-

sion as an advertising medium. Students will research, design, and present an advertising campaign.

COMM 333 • Small Group Leadership (3)

Study of the research into and theory of small group dynamics, particularly leadership. Exercises in problem solving in small groups. Study of conflict management.

COMM 334 • Broadcast Journalism Production (3)

Prerequisite: COMM 243. A study of the broadcast newsroom with an emphasis on broadcast writing, reporting, and presentation. The role of the press, news objectivity, and current issues in broadcast journalism will be explored. Lab fee.

COMM 339 • Producing for Television and Film (3)

Prerequisite: COMM 240. Exploration of the role of the independent producer and how a concept is taken through the steps of development, financing, production, marketing, and distribution.

COMM 340 • Speech and Language Development and Disorders (3)

Development of speech and language in children, recognition of speech and language needs, and the role of teachers and parents in meeting these needs. Procedures for correcting minor speech disorders in the classroom.

COMM/ICST 345 • Intercultural Communication (3)

The process of communication as it applies to cross-cultural situations, i.e., where the respective participants in the process are members of distinctly separate cultural groups. The problems peculiar to such communicative settings and potential solutions to those problems.

COMM 349 • Intracultural Communication (3)

Examines communication among culturally divergent groups who belong to the same geopolitical system. The groups may differ in terms of race, ethnicity, religion, socioeconomic level, gender, sexual preference, age, and ability.

COMM 355 • Introduction to Public Relations (3)

Examines the political, social, economic, ethical, behavioral, and psychological foundations of public relations and the theories of public relations within a communication context.

COMM/ENGL/THEA 360 Dramatic Literature: Script Analysis (3 units)

This course introduces the student to history's most influential stage and screen plays giving the student skills with which to analyze critically the script in order to understand the work of each playwright. Lab fee.

COMM/ENGL 370 • Advanced Composition and Rhetoric (3)

Prerequisite: ENGL 102 or 104. Theory and practice in advanced technique for factual writing. The use of logical and psychological presentation of material for polemics and light essay.

COMM 407 • Advanced Electronic Field Production (4)

Prerequisite: COMM 306. Advanced principles of video production with emphasis on visual/audio aesthetics and mass communication. Students produce a thirty-minute drama. Lab fee.

COMM 422 • Advanced Audio Production (3)

Prerequisite: COMM 243. Exploration of advanced techniques of audio production as applied to stage, radio, television, film, and music productions. Final project is a 24-track individual production. Lab fee.

COMM 424 • Television Engineering (3)

Prerequisite: COMM 240. An in-depth look at studio technology; explores the workings of individual pieces of equipment, with an emphasis on recognizing problems before they occur. Taught from a studio manager's, not an engineer's, point of view.

COMM 425 • Electronic News Gathering (3)

Prerequisite: COMM 334. Advanced techniques of television news gathering and presentation with emphasis on story reporting. Students will complete three video news reports. Lab fee.

COMM 427 • Television Programming (3)

Prerequisite: COMM 238. An in-depth look at the principles and policies of programming for broadcast, cable, and other forms of television.

COMM/THEA 440 Script Writing: Stage and Film (3 units)

Development of script writing techniques as applied to stage and film. The student will be required to develop and write a one-act stage or screen play. Lab fee.

COMM 444 • Argumentation and Debate (3)

Prerequisites: COMM 333. Study of the theory and principles of argumentation and debate. Analysis of lines of argumentation found in the contemporary social, political, and religious scenes. Study of techniques of debating.

COMM 445 • Persuasion (3)

Prerequisites: All lower-division core courses and COMM 333. Study of the research and theory of persuasion. Presentation of several persuasive speeches.

COMM 450 • Internship (1-3)

Students may seek a position which relates to their major with a cooperating business in the communication industry. Students are required to work fifty hours for each academic unit hour received. A weekly report to the supervising professor is required. Repeatable up to six units. Offered on a credit/fail basis only.

COMM 455 • Communication Teaching Assistantship (1-6)

Open to juniors or seniors with a 3.0 GPA or with the approval of the department chair. Regular hours each week for classes and/or meetings are established at the beginning of the semester. The teaching assistant helps an instructor in planning and conducting a course and/or research session. May be repeated for a maximum of six units.

COMM 464 • Media Criticism (3)

Prerequisite: COMM 305 • Nature and function of media criticism; application of ethical models; surveys of approaches, theories, and systems of aesthetic and rhetorical analysis from classical to contemporary models. Practice in critical appraisal of various types of media communication.

COMM 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in the areas of public address and TV and Film. May be repeated for credit.

COMM 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

COMM 490 • Seminar in Broadcast Production (3)

Prerequisite: Permission of instructor. Planning and development of a major video-audio project for the semester. Students and instructor will produce, write, direct, and edit a production designed for professional airing. Repeatable up to six units. Lab fee.

COMM 492 • Senior Project: Planning (1)

The student will develop a prospectus including the concept, purposes, research, definition of terms, description, and methods of procedure for a project to be carried out in the following semester.

COMM 494 • Senior Project: Production (1)

The student will execute the prospectus developed in COMM 492, and will produce and/or direct and edit the project into final form for presentation to the college community. Lab fee.

Los Angeles Film Studies Center (LAFSC) Courses

Because VUSC is a participant in LAFSC, students attending VUSC can take the following courses during a semester-in-residence in Burbank, CA.

LA 320 • LAFSC Internships (6)

A non-paying internship in some aspect of the Hollywood film or television industry as arranged by the LAFSC. These internships are primarily in an office setting such as development companies, agencies, personnel management companies, production offices, etc.

LA 345 • Inside Hollywood: The Work and Workings of the Film Industry (1)

An examination of the creative and operational aspects of the film business, taking full advantage of studio tours, location filming, and a variety of guest lecturers from a cross-section of the industry.

LA 368 • Introduction to Film Making (3)

An introduction to the theory and practice of motion picture film making. Topics include familiarity with film making equipment, basic motion picture techniques; converting idea to image; the use of lighting, editing and sound in film; and the role of acting, directing and good storytelling in the film making process. Students make several short Super 8mm films that manifest their faith in content and process.

LA 370 • Seminar in Producing the Independent Film (3)

An introduction to the process of producing an independent feature film. Topics include legal structures, business plans, preproduction activities such as scheduling and budgeting, and an overview of the producer's role in production, post-production, and distribution. Attention is given to the Christian's unique contribution to producing.

LA 380 • Film in Culture: Exploring A Christian Perspective on the Nature and Influence of Film (3)

A survey of film and the film industry that highlights film's influence on, and reflection of, American culture during the late nineteenth and twentieth centuries. Particular emphasis will be placed on Christian perspectives of culture.

LA 385 • Screenwriting (3)

An introduction to contemporary screenwriting, including an understanding of dramatic structure, character and dialogue development, and the writing process. Students complete a full-length screenplay for a feature film or "movie-of-the-week." Emphasis is given to the role of Christian faith and values as they relate to script content.



Division of Fine Arts

John Leverett, D.M.A., Chair

MISSION: *The Division of Fine Arts seeks to develop the individual mind and spirit by integrating personal creativity with the analysis of historical and contemporary forms of the arts of humane expression. The division therefore seeks to provide opportunities for aesthetic, philosophical, and functional growth, giving students a wide choice of educational and career paths.*

Art Courses

ART 252 • History and Appreciation of Art (3)

A survey of painting, sculpture, and architecture beginning with the Renaissance and concluding with Modern Art. Illustrated lectures, reading, and study of current exhibitions. Field trip fee.

ART 275 • Drawing and Painting (3)

Study, evaluation, and creative use of concepts and materials of drawing and painting. Emphasis on problems in using line, color, mass, value, and texture. Includes lab.

ART 290 • Art Practice (1)

Practical workshops are primarily laboratory yet include illustration, demonstration, and lecture to support the techniques being applied by the student. The offerings are unique to the professor and may include drawing (with various media), watercolor, oil, and/or acrylic painting. Permission of the instructor required. May be repeated for credit, to a limit of eight units.

ART 291, 292, 293 • Special Topic (1,2,3)

Focus upon an artist, genre, technique, or artistic movement.

ART 325 • Techniques of Art (3)

Art experiences for all grades. Understanding and creative use of materials, tools, ideas, and their sources as they apply to elementary education. Approximately one hour of lecture followed by two hours of laboratory projects.

DEPARTMENT OF THEATRE ARTS

Susan K. Berkompas, M.F.A., Chair

MISSION: *The Department of Theatre Arts seeks to establish a Christ-centered, professional environment for artistic expression by developing the creative mind, body and spirit of each student in the disciplines of performance; directing; design; production; theatre management; script writing; theatre history and dramatic literature. By imparting knowledge and allowing hands-on participation, the department can be about: forming students to model the Christian life; informing students to prepare them for service; and transforming students to impact a contemporary society for Christ.*

General Theatre Arts Major:

Requirements		fifty-seven units
Lower Division (29 units)		
THEA 106	Theatrical Production I	2 units
THEA 120	Voice & Speech for the Actor: Fundamentals	3 units
THEA/EXSS 125	Theatrical Movement: Fundamentals	2 units
THEA 201	History of Theatre	3 units
THEA 206	Theatrical Production II	1 unit
THEA 210	Beginning Acting	3 units
THEA 218	Drafting and Scenic Design	3 units
THEA 221	Theatrical Performance I	3 units
THEA/COMM 239	Makeup Design: Fundamentals	3 units
or THEA 216**	Lighting Design: Fundamentals	
THEA/COMM 243	Audio Production	3 units
or THEA 216 **	Lighting Design: Fundamentals	
THEA/COMM/PLST 290	Introduction to Interpersonal Communication	3 units
Upper Division (28 units)		
THEA 306	Theatrical Production III	2 units
THEA 309	Costume Design: Fundamentals	3 units
or THEA 316**	Scenic Painting	
THEA/COMM 321	Acting/Directing for the Camera	3 units
THEA 322	Theatrical Performance II	3 units
THEA/EXSS 330	Stage Combat	2 units
THEA/COMM/ENGL 360	Dramatic Literature: Script Analysis	3 units
or THEA/ENGL 455	Shakespeare	
THEA 406	Theatrical Production IV	1 unit
THEA 410	Advanced Acting	3 units
THEA 430	Directing for Theatre	3 units
THEA/COMM 440	Script Writing: Stage and Film	3 units
THEA 492	Senior Project: Planning	1 unit
THEA 494	Senior Project: Production	1 unit

57 units plus 13 electives

Theatre Minor:

Requirements		twenty-two units
THEA 106	Theatrical Production	2 units
THEA 120	Voice and Speech for the Actor I	3 units
THEA 201	History of Theatre	3 units
THEA 206	Theatrical Production II	1 unit
THEA 210	Beginning Acting	3 units
THEA 221	Theatrical Performance I	1 unit
THEA/COMM/ENGL 360	Dramatic Literature: Script Analysis	3 units
THEA 430	Directing for Theatre	3 units
(Choice of one of the following design classes):		
THEA 218	Drafting and Scenic Design	3 units
THEA/COMM 239	Makeup Design: Fundamentals	3 units
or THEA 216**	Lighting Design: Fundamentals	
THEA 309	Costume Design: Fundamentals	3 units
or THEA 316**	Scenic Painting	

22 units

** Courses which will be offered in the 2000-2001 academic year contingent upon approval of the Academic Affairs Committee.

Theatre Courses

THEA 106, 306 • Theatrical Production I and III (2 units)

Participation in the construction and assembling of the mainstage and/or showcase sets including painting and various techniques utilized in set design. Repeatable up to four units.

THEA 120 • Voice and Speech for the Actor: Fundamentals (3 units)

Developing voice production and speech using techniques that allow the freeing of one's natural voice concentrating on breathing, relaxation, articulation and language through the use of class exercises and monologues. Lab fee.

THEA/EXSS 125 • Theatrical Movement: Fundamentals (2 units)

The study of principles of stage movement and health fitness. The lab portion of the course will include exercises and routines designed to insure cardiovascular fitness, flexibility and meaningful aesthetic stage movement. Students will perform a choreographed role.

THEA 201 • History of Theatre (3 units)

A study of theatre from Greek times to the present: its physical aspect, its literature, and its personnel.

THEA 206 • Theatrical Production II and THEA 406 Theatrical Production IV (Junior Project Crew Head) (1 unit)

Participation in production crew for mainstage show for one or more of the following production teams: set construction; costumes; makeup/hair; lighting; sound; house management; props; stage hand; box office; parking; refreshments; ushering; stage management; assistant stage management. Repeatable up to four units.

THEA 210 • Beginning Acting (3 units)

Theory and practice in the art of creating believable characters for stage, including basic training and practice in vocal and physical skills needed for the art of acting, incorporating exercises and theatre games/improvisations. Lab fee.

**** THEA 216 • Lighting Design: Fundamentals (3 units)**

Introduction to the principles, theories, and equipment employed by the designer for the stage. Areas of investigation include history, technology and script analysis. Detailed studio attention is given to the theory and practice of design of the two mainstage productions. Lab fee.

THEA 218 • Drafting and Scenic Design (3 units)

A study of design theory and practicum as it pertains to the stage set utilizing the techniques of drawing/drafting of groundplans and construction of models. Lab fee.

THEA 221 and 322 • Theatrical Performance I and II (1-3 units)

Participating in mainstage theatrical production including a thorough study of the play, the development of the character in rehearsal, and the performance of the role. All must audition for mainstage production before adding this class. Majors and minors must enroll for one or two units only. Repeatable up to six units.

THEA/COMM 239 • Makeup Design: Fundamentals (3 units)

An introduction to the techniques and application of makeup as it applies to the stage, film and television incorporating color analysis and design techniques for creating old age, fantasy, special effects and crepe facial hair techniques. Lab fee.

THEA/COMM 243 • Audio Production (3 units)

Prerequisite COMM 240. Principles and techniques of audio production as applied to radio, television, stage, film and multimedia. Emphasis on multitracking techniques. Lab fee.

THEA/COMM/PLST 290 • Introduction to Interpersonal Communication (3 units)

The primary elements of the communication process as it occurs between two persons in everyday settings. Among the topics considered are language and meaning, nonverbal communication, person perception, and self-concept.

THEA 309 • Costume Design: Fundamentals (3 units)

Students completing this class will be able to recognize specific periods of costume, understand the costume designer's role on the production team, as well as complete the research, character and script analyses, renderings, costume plots, and budget analyses necessary to successfully design a show. Students will be expected to critique both on and off campus productions and serve on a costume crew. Lab fee.

****THEA 316 • Scenic Painting (3 units)**

A study of the scenic painting techniques necessary to paint theatrical scenery and various faux-finishes, including the use of color and the design process. A basic study of prop-making and materials used will also be covered. Students will study the design process, the use of color and will learn all of the various painting styles and techniques used in theatre and film and all faux-finishes. A basic study of prop building and materials used will also be covered. Lab fee.

THEA/COMM 321 • Acting/Directing for the Camera (3 units)

Prerequisite THEA 210. An introductory level class designed to familiarize students with the process of acting and directing for film or video using scenes from current stage and screen plays. Emphasis is on "single camera" situations. Lab fee.

THEA/EXSS 330 • Stage Combat (2 units)

This course introduces basic stage techniques with unarmed combat including falls, rolls, chokes, punches and kicks advancing to sword combat (cuts, parries and footwork) using scenes from classical and contemporary works to apply these techniques with special attention to safety. Lab fee.

THEA/COMM/ENGL 360 • Dramatic Literature: Script Analysis (3 units)

This course introduces the student to history's most influential stage and screen plays giving the student skills with which to analyze critically the script in order to understand the work of each playwright. Lab fee.

THEA 410 • Advanced Acting (3 units)

Prerequisite THEA 210. An in-depth study of characterization utilizing the Stanislavski system and Sanford Meisner's techniques of acting. Lab fee.

THEA 430 • Directing for Theatre (3 units)

Prerequisites: THEA 106, 206. Introduction to the techniques and fundamentals of stage directing using text, theory and practicum while applying these approaches to student directed scenes. Lab fee.

THEA/COMM 440 • Script Writing: Stage and Film (3 units)

Development of script writing techniques as applied to stage and film. The student will be required to develop and write a one-act stage or screen play. Lab fee.

THEA/ENGL 455 • Shakespeare (3 units)

Reading Shakespeare's major works of drama and poetry within the historical and cultural context of the Renaissance.

THEA 470 • Special Topics (1–3 units)

Prerequisite: Consent of the instructor. Study of a special topic in the area of theatre. (Internships; Vanguard Players; Summer Tour) May be repeated for credit.

THEA 480 • Individual Studies (1-3 units)

Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

THEA 492 • Senior Project: Planning (1 unit)

The student will develop a prospectus including the concept, purposes, research, definition of terms, description, and methods of procedure for a project to be carried out in the following semester. Consent of department chair.

THEA 494 • Senior Project: Production (1 unit)

The student will execute the prospectus developed in THEA 492, and will produce, and/or direct and edit the project into final form for presentation to the college community. Consent of department chair. Lab fee.

DEPARTMENT OF MUSIC

John Leverett, D.M.A., Chair

MISSION: *The Music Department seeks to provide understanding and appreciation of the creative process and historical context of music, the opportunity to create and recreate music through writing and performance, and the skills of musical language and performance practice to both musicians and non-musicians.*

The Music Department offers a B.A. degree in Music with emphasis in Music Education, Music Ministry, Music Composition, or Performance. The emphasis in Music Education satisfies the music subject requirements leading to a State of California Single Subject Teaching Credential. The Music Ministry emphasis provides professional musical background for church music ministry. Music Composition and Performance emphases provide an alternative for students who plan to pursue other professional careers in music. Each of the four emphases provides excellent background for graduate studies. A twenty unit music minor is offered to interested majors in other disciplines. Required courses for the music major include the music major core requirements and the specific requirements for one of the emphases listed below. Music minor requirements are also listed.

Music Major

Core Requirements	fifty-two units
Lower Division	twenty-four units
Music Theory	sixteen units
MUSC 131 Music Theory I	3 units
MUSC 132 Aural Theory I	1 unit
MUSC 136 Music Theory II	3 units
MUSC 137 Aural Theory II	1 unit
MUSC 231 Music Theory III	3 units
MUSC 232 Aural Theory III	1 unit
MUSC 236 Music Theory IV	3 units
MUSC 237 Aural Theory IV	1 unit
Ensemble: (Concert Choir, Concert Band or Concert Orchestra) 1-1-1-1	4 units
Applied Music: 1-1-1-1	4 units

All music majors must select one performance medium for an applied area of specialty (piano, organ, voice, string, wind, brass, percussion, or guitar).

Participation in department recitals during the semester and a jury at the end of the semester are required in each applied course. Music education and music ministry emphases require six consecutive semesters of study in the same performance medium. Performance and Composition emphases are subject to the applied music requirements of those concentrations.

Upper Division	twenty-eight units
MUSC 325 Music History and Literature I	3 units
MUSC 326 Music History and Literature II	3 units
MUSC 331 Conducting	2 units
MUSC 332 Advanced Conducting	2 units

MUSC 301 Counterpoint	3 units
MUSC 400 Form and Analysis	3 units
MUSC 406 Music and Worship	3 units
Choice of:	
MUSC 402 Orchestration	3 units
MUSC 410 Choral Arranging	3 units
Applied Music: 1-1	2 units

(Note: Must be the same performance medium as lower-division Applied Music. Performance and Composition emphasis requirements are different.)

Ensemble: (Concert Choir, Concert Band or Concert Orchestra) 1-1-1-1	4 units
Piano Proficiency	0 units

In addition to the core curriculum above, students will select either the music education, music ministry, music composition or performance emphasis. Courses taken in the music major core do not meet emphasis requirements. The requirements of each emphasis are listed below.

Music Composition Emphasis

Students may apply for admission to the composition emphasis during their second semester of study in music theory (MUSC 136). Six consecutive semesters of private lessons in composition and a Senior Recital are required for this emphasis.

Applied Composition:	6 units
Lower Division 1-1	2 units
Upper Division 1-1-1-1	4 units
Senior Recital in Composition	1 unit
MUSC 493 (1)	1 unit
Choice of:	3 units
MUSC 402 Orchestration	3 units
MUSC 410 Choral Arranging	3 units
Total units in Composition Emphasis	10 units
Total units in Music Major Core Requirements	52 units
Total	62 units

Music Education Emphasis

MUSC 312 Woodwind Techniques	1 unit
MUSC 313 Brass Techniques	1 unit
MUSC 333 String Techniques	1 unit
MUSC 334 Percussion Techniques	1 unit
MUSC 337 Elementary Music Methods	2 units
MUSC 338 Secondary Instrumental Music Methods	2 units
MUSC 339 Secondary Vocal Music Methods	2 units

Total units music education emphasis	10 units
Total units music major core requirements	52 units
Total	62 units

Students who plan to apply for teaching credentials should consult with the chair of the Division of Liberal Studies for procedures and requirements for admission to the teacher training program.

Music Ministry Emphasis

MUSC 408	Church Music Administration	3 units
MUSC 339	Secondary Vocal Music Methods	2 units
MUSC 450	Church Music Intern 1-1	2 units

Choice of:

MUSC 402	Orchestration	3 units
MUSC 410	Choral Arranging	3 units

Total units music ministry emphasis	10 units
Total units music major core	52 units
Total	62 units

Students who plan to apply for ministerial credentials should consult with the chair of the Department of Church Ministries for pertinent information and the necessary application forms.

Performance Emphasis

Students may apply for admission to the performance emphasis after completing one semester of applied music study. In this emphasis, eight consecutive semesters of study in one performance medium are required.

Applied Music

MUSC 115, 116, 117, or 118	1 unit
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Applied Music Performance (MUPF)

Lower Division 2-2-2	6 units
Upper Division 2-2-2-2	8 units

MUSC 391 • Junior Recital	1 unit
MUSC 491 • Senior Recital	1 unit

Total units performance emphasis	17 units
Total units music major core	46 units
Total	63 units

Piano Proficiency Requirements

Basic piano proficiency skills are required of all music majors for graduation. Students can complete this requirement by enrolling and receiving a grade of "C" or better in Class Piano, Basic Piano, or Applied Piano each semester in residence, or by passing a proficiency examination. Information regarding the examination is available from the Music Department. Music majors with a piano performance medium must pass a proficiency examination in functional skills prior to registering for upper-division Applied Piano. Upper-division transfer students with a piano performance medium must pass the examination by the end of their first semester in residence.

Music Minor

Students in other majors can complete a minor in music by taking the following courses:

Music Theory:	8 units
MUSC 131 Music Theory I	3 units
MUSC 132 Aural Theory I	1 unit
MUSC 136 Music Theory II	3 units
MUSC 137 Aural Theory II	1 unit
MUSC 331 Conducting	2 units
Applied Music: 1-1	2 units

Two successive semesters in one performance medium.

Choice of:

MUSC 325 Music History and Literature I	3 units
MUSC 326 Music History and Literature II	3 units
MUSC 406 Music and Worship	3 units
Ensemble: (Concert Choir, Concert Band or Concert Orchestra) 1-1	2 units
Total units required	20 units

Music History and Literature, and Music Theory Courses

MUSC 102 • Introduction to Music (3)

A liberal arts course designed to develop a knowledge of music from the listener's point of view. Introduction to the materials and forms of music and the periods of music history. Satisfies the general education fine arts requirement. Music majors must take MUSC 102 for this requirement. Lab fee.

MUSC 104 • Fundamentals of Music (3)

The basic elements of historical musical style, including major and minor scale construction, keys, intervals, notation, terms, time signatures, simple sight-singing, and rhythmic exercises. Not applicable toward music major requirements. Satisfies the general education fine arts requirement for non-music majors. Lab fee.

MUSC 131, 136 • Music Theory I and II (3-3)

Study of music theory including scales, modes, melody, primary and secondary chords and inversions, simple keyboard harmony, and four-part writing. MUSC 131 is the prerequisite for MUSC 136. Students in MUSC 131 and 136 must be concurrently enrolled in Aural Theory.

MUSC 231, 236 • Music Theory III and IV (3-3)

Prerequisite: MUSC 131, 136. Music theory studies continuing with modulation, chromatic non-harmonic tones, chromatically altered chords, dominant ninth, eleventh and thirteenth chords, harmonic analysis, keyboard harmony, and four-part writing. MUSC 231 is a prerequisite to MUSC 236. MUSC 236 must be completed before attempting upper-division theory courses. Students in MUSC 231 and 236 must be concurrently enrolled in Aural Theory.

MUSC 132, 137, 232, 237 • Aural Theory I, II, III, IV (1-1-1-1)

Sight singing, rhythm performance, melodic, rhythmic and harmonic dictation in a continuing sequence. Students must receive a grade of C or higher to continue on to the next level. Class meets two hours per week. Lab fee for 132 only.

MUSC 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic in music. May be repeated for credit.

MUSC 220 • Introduction to MIDI (1)

Introduction to MIDI is a four-week introduction to Musical Instrument Digital Interface (MIDI). The course is designed for music majors and non-majors with little or no experience in music technology. Students will receive eight hours of hands-on training in the basics of MIDI, MIDI sequencing and computer music notation. An additional eight hours of lab time is required. Prerequisite: MUSC 131 or permission of instructor.

MUSC 301 • Counterpoint (3)

Prerequisite: MUSC 236. Study and writing of traditional contrapuntal forms including two-part inventions and canons, three-voice counterpoint.

MUSC 325 • Music History and Literature I (3)

A survey of music history and literature from ancient times to 1750. Recommended as a liberal arts elective. Lab fee.

MUSC 326 • Music History and Literature II (3)

A survey of music history and literature from 1750 to the present time. Recommended as a liberal arts elective. Lab fee.

MUSC 400 • Form and Analysis (3)

Prerequisite: MUSC 236. Study and analysis of the principal forms of music.

MUSC 402 • Orchestration (3)

Prerequisite: MUSC 236 or consent of the instructor. A study of the instruments of the orchestra, scoring for various combinations and for full orchestra.

MUSC 410 • Choral Arranging (3)

Arranging for choral ensembles with and without instrumental accompaniment in a variety of styles, including traditional, popular and jazz. Prerequisite: MUSC 236.

MUSC 470 • Special Topic (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in music. May be repeated for credit.

Music Education Courses

MUSC 312 • Woodwind Techniques (1)

Elementary instruction in woodwinds: tone production, techniques, and care of the instruments. An introduction to the teaching of the woodwind instruments. Lab fee.

MUSC 313 • Brass Techniques (1)

Elementary instruction in brass instruments: tone production, techniques, and care of the instruments. An introduction to the teaching of the brass instruments. Lab fee.

MUSC 331 • Conducting (2)

Prerequisite: MUSC 236 or permission of the instructor. Basic conducting experience in preparing and presenting choral music.

MUSC 332 • Advanced Conducting (2)

Prerequisite: MUSC 331. Advanced conducting techniques emphasizing instrumental music. Practical experience in preparing and presenting orchestral and band music.

MUSC 333 • String Techniques (1)

Elementary instruction in strings: tone production, techniques, and care of the instruments. An introduction to the teaching of strings. Lab fee.

MUSC 334 • Percussion Techniques (1)

Elementary instruction in percussion: techniques and care of the instruments. An introduction to the teaching of percussion.

MUSC 337 • Music for Elementary Schools (2)

Purposes, curriculum, and methods of music education in the elementary school. Survey of materials with consideration of their appropriateness in a sequential program of musical growth. This class is required for music majors with the music education emphasis. It is also offered to other majors who are preparing for elementary teaching credentials. Prerequisite for non-music majors: MUSC 104 Fundamentals of Music or demonstrated proficiency in the skills required in that course.

MUSC 338 • Secondary Instrumental Music Methods (2)

The purposes, curriculum, and methods of instrumental music education in the secondary school, relating to school instrumental organization, techniques of marching band development, and appropriate repertoire and materials.

MUSC 339 • Secondary Vocal Music Methods (2)

The purposes, curriculum, and methods of vocal music education in the secondary school, relating to school choral organization, the changing adolescent voice, and appropriate repertoire and materials.

MUSC 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and department chair. Open to qualified upper-division students. May be repeated for credit.

Music Ministry Courses

MUSC 294, 295, 296, 297 • Applied Church Music (1-1-1-1)

Private instruction in piano or organ with emphasis toward music as a tool for religious services. Students may register for thirty, forty-five, or sixty minute lesson per week. Minimum five hours practice per week required. Applied music courses are subject to instruction fees and practice fees. Fees are commensurate with instruction time. Not applicable toward music major requirements.

MUSC/PLST 406 • Music and Worship (3)

A study of music and worship in the services of the Christian Church beginning with the early believers and extending to contemporary worship practices. The course provides both an overview

of the theological, historical and musical developments which provide precedent for both traditional and non-traditional worship aspects in the contemporary church; and practical guidelines for biblical and effective worship and church music leadership.

MUSC 408 • Church Music Administration (3)

Prerequisite: MUSC 406. Organization of the church music program including the graded choir system, service planning, selection of materials for a well-integrated music ministry, relationship of the minister of music to the music committee, pastoral staff, and congregation; music in the church school; responsibilities of the director, instrumentalists, and choir; the nature of worship; music as an aid to worship; evaluation of service music.

MUSC 450 • Church Music Internship (1-1)

Prerequisites: MUSC 406, 408, and/or permission of instructor. Participation in a local church music ministry, functioning as director or assistant director of a choral or instrumental organization; organist, or piano accompanist. Approval of each semester's assignment by the internship advisor and department chairman is required. Offered on a pass/fail basis only.

MUSC 494, 495, 496, 497 • Applied Church Music (1-1-1-1)

Private instruction in piano or organ with emphasis toward music as a tool for religious services. Designed specifically for the upper-division music major concentrating in music ministry. Students may register for thirty, forty-five, or sixty minute lesson per week. Minimum of five hours practice per week required. Applied music courses are subject to instruction fees and practice fees. Fees are commensurate with instruction time. Not applicable toward music major requirements.

Basic Music and Class Music Instruction Courses

MUSC 103A, 103B, 143A, 143B, 203A, 203B, 243A, 243B

Basic Instrument I, II, III, IV, V, VI, VII, VIII (1-1-1-1-1-1-1-1)

Private instruction. Not applicable toward music major requirements. Student may register for thirty, forty-five, or sixty minute lesson per week. Minimum of five hours practice per week required. Private instruction and practice fee. Instruction fee is commensurate with instruction time.

MUSC 105A, 105B, 145A, 145B, 205A, 205B, 245A, 245B

Class Piano I, II, III, IV, V, VI, VII, VIII (1-1-1-1-1-1-1-1)

Techniques of performance, note reading, and basic musicianship in successive levels. Open to all students. Advanced placement by permission of the instructor. Class meets two hours per week. Lab fee.

MUSC 107A, 107B, 147A, 147B, 207A, 207B, 247A, 247B

Basic Piano I, II, III, IV, V, VI, VII, VIII (1-1-1-1-1-1-1-1)

Private instruction open to all students. Provides alternative study for non-music majors, or for music majors preparing for the piano proficiency examination. Not applicable toward music major or music minor requirements. May register for thirty, forty-five, or sixty minute lesson per week. Minimum of five hours practice per week required. Private instruction and practice fee. Instruction fee is commensurate with instruction time.

MUSC 109A, 109B, 149A, 149B, 209A, 209B, 249A, 249B

Basic Voice I, II, III, IV, V, VI, VII, VIII (1-1-1-1-1-1-1-1)

Private instruction open to all students. May register for thirty, forty-five, or sixty minute lesson per week. Minimum of five hours practice per week required. Private instruction and practice fee. Instruction fee is commensurate with instruction time. Not applicable toward music major or music minor requirements.

MUSC 111 • Class Voice (1)

Group instruction in the fundamentals of singing. Class meets two hours each week.

MUSC 112, 152, 212, 252 • Class Guitar I, II, III, IV (1-1-1-1)

Group instruction open to all students. Class meets two hours each week.

Applied Music Instruction

All music majors are required to study one performance medium in applied music instruction each semester until the requirements for their specific concentration are completed. The applied music courses listed below are each one-unit successive levels of private music instruction. Each level is prerequisite to all higher levels however, a student may audition for advanced standing. All students enrolled in applied music are required to participate in regularly scheduled departmental recitals. All applied music students perform for faculty jury for their final examination. Students may register for a thirty, forty-five, or sixty minute lesson per week. A minimum of five hours practice per week is required. Applied music courses are subject to instruction fees and practice fees. Fees are commensurate with instruction time.

MUSC 115, 175, 215, 275, 315, 375,

415, 475, 481, 482 Applied Music: Instrumental. (1-1-1-1-1-1-1-1-1)

MUSC 116, 176, 216, 276, 316, 376,

416, 476, 487, 488 Applied Music: Organ. (1-1-1-1-1-1-1-1-1)

MUSC 117, 177, 217, 277, 317, 377,

417, 477, 483, 484 Applied Music: Piano. (1-1-1-1-1-1-1-1-1)

MUSC 118, 178, 218, 278, 318, 378,

418, 478, 485, 486 Applied Music: Voice. (1-1-1-1-1-1-1-1-1)

The applied music courses listed below are each two-unit successive levels of private music instruction which are offered for the music major in the performance emphasis. Each level is prerequisite to all higher levels. Music majors in the performance emphasis are required to enroll in a two-unit applied music course each semester. They are required to participate in regularly scheduled departmental recitals, and to perform for faculty jury for their final examination. Students must register for a minimum of one hour instruction per week. A minimum of ten hours practice per week is required. MUPF courses are subject to instruction fees and practice fees. Fees are commensurate with instruction time. Music majors in the performance emphasis are required to present a Junior Recital during the second semester of the junior year, and a Senior Recital during the second semester of the senior year.

MUPF 175, 215, 275, 315, 375, 415,
475, 481, 482 Applied Music: Instrumental (2-2-2-2-2-2-2-2)

MUPF 176, 216, 276, 316, 376, 416,
476, 487, 488 Applied Music: Organ (2-2-2-2-2-2-2-2)

MUPF 177, 217, 277, 317, 377, 417,
477, 483, 484 Applied Music: Piano (2-2-2-2-2-2-2-2)

MUPF 178, 218, 278, 318, 378, 418,
478, 485, 486 Applied Music: Voice (2-2-2-2-2-2-2-2)

Applied Composition Courses

MUTC 200, 210, 300, 310, 400, 410 (1-1-1-1-1-1)

Applied composition courses are each one unit successive levels of private lessons in music composition. MUSC 136 is a prerequisite to the first level, and each level thereafter is prerequisite to all higher levels. Students enrolled in these courses are required to have at least one piece performed each semester on scheduled departmental recitals. Students will receive one lesson (minimum of thirty minutes instruction) per week. A minimum of five hours per week additional preparation time is required. MUTC Applied Composition courses are subject to the current applied music instruction fees.

MUTC 493 Senior Recital in Composition (1)

The Senior Recital in applied composition is a presentation (at least thirty minutes of music) of compositions for different media written during residency, with the student participating as performer or conductor in at least one piece. Guidelines for preparing, planning, scheduling, and presenting a Senior Recital in Composition are available in the Music Department office. Prerequisite: Music Department approval and concurrent registration in MUTC 410. Offered on a pass/fail basis only. Lab fee: \$100 in addition to the unit fee.

Junior and Senior Recitals

MUSC 391 • Junior Recital (1)

Music majors concentrating in performance will present a Junior Recital in the second semester of the junior year. A Junior Recital is a half-hour formal solo program of repertoire appropriate for the culmination of six semesters of applied music study. Students in music education or music ministry concentrations may present a Junior Recital with Music Department permission. Guidelines for preparing, planning, scheduling, and presenting a Junior Recital are available in the Music Department office. Prerequisites: Music Department approval, and concurrent registration in MUPF 375, 376, 377, 378, or higher applied music course number. Offered on a pass/fail basis only. Lab fee: \$75.00 in addition to the unit fee.

MUSC 491 • Senior Recital (1)

Music majors concentrating in performance will present a Senior Recital in the second semester of the senior year. A Senior Recital is a one hour formal solo program of repertoire appropriate for the culmination of eight semesters of applied music study. Students in music education or music ministry concentrations may present a Senior Recital with Music Department permission. Guidelines for preparing, planning, scheduling, and presenting a Senior Recital are available in the Music Department office.

Prerequisites: Music Department approval, satisfactory performance of a Junior Recital, and concurrent registration in MUPF 475, 476, 477, 478, or higher applied music course number. Offered on a pass/fail basis only. Lab fee: \$100.00 in addition to the unit fee.

Ensembles

MUSC 120 • Vanguard Singers and Band (1)

A select vocal and instrumental ensemble sponsored by Vanguard University and the Department of Music. It is a music ministry group whose primary function is to represent the University at local churches, schools and conventions. Frequent weekend performances and annual extended summer tour. Study and performance of sacred choral literature of all styles with an emphasis on contemporary Christian music. Meets three hours weekly. Open to members of the Concert Choir, Concert Band, or Concert Orchestra by audition and interview. Serves as a general education elective. Does not meet the music major ensemble requirement.

MUSC 240, 340 • Concert Orchestra (1)

Instrumental ensemble for the study and performance of orchestral literature, including classics, spirituals, hymn/anthem arrangements and contemporary Christian music. Performs at special concerts on and off campus; provides accompaniment for the University Concert Choir, including annual Spring tour. Meets three hours weekly. Open to all undergraduate and graduate students by audition and interview. Meets the music major ensemble requirement.

MUSC 200, 300 • Concert Band (1)

Instrumental ensemble for the study and performance of band literature representing various musical styles. Performs at special concerts on and off campus; provides music at pep rallies, athletic events, and other college functions. Meets three hours weekly. Open to all students by audition.

MUSC 222, 322 • Percussion Ensemble (1)

Study and performance of percussion ensemble literature from all musical periods. Meets two hours weekly. Open to all students by audition. Offered upon demand.

MUSC 224, 324 • String Ensemble (1)

Study and performance of string ensemble literature from all musical periods. Meets two hours weekly. Open to all students by audition. Offered upon demand.

MUSC 250, 350 • Concert Choir (1)

The study and performance of major choral literature representative of all periods of music, including standard classical repertoire, spirituals, folk songs, hymn/anthem arrangements and contemporary Christian music. Frequent church and school concerts (up to two per month), with Spring public relations tour. Meets three hours weekly. Meets the ensemble requirement for music majors and minors and is a general education elective course. Open to all undergraduate and graduate students by audition and interview.

MUSC 260, 360 • Brass Ensemble (1)

Study and performance of brass ensemble literature from all musical periods. Meets two hours weekly. Open to all students by audition. Offered upon demand.

MUSC 267, 367 • Woodwind Ensemble (1)

Study and performance of woodwind literature from all musical periods. Meets two hours weekly. Open to all students by audition. Offered upon demand.



Division of Liberal Studies

Teresa E. Stoops, Ed.D. (candidate), Chair

MISSION: *The mission of the Division of Liberal Studies is to provide undergraduate students with a broad liberal arts education within the context of a Christian worldview in a multicultural setting. The liberal studies major is designed to challenge students to integrate the different academic disciplines and to bring about wholeness of the mind, emotions, and character.*

The Liberal Studies Major

The liberal studies major allows students a broad selection of courses in core subject areas. It is the approved academic program for those seeking preparation to become an elementary school teacher. The liberal studies major has the approval of the California Commission on Teacher Credentialing, for those seeking a California Multiple Subjects Teacher Credential. (Students will refer to the Graduate Program in Education for specific information about pursuing a teacher credential.) Liberal studies is also an excellent choice for those planning on entering graduate school. Examples of students who should consider the major are those planning on law school, seminary, or public service career.

Major Course Requirements

The student wanting to teach in an elementary school should carefully consider the following courses.

English/Communication (a minimum of eighteen units).		
ENGL 101	English Grammar/Composition	3 units
ENGL 102		
or 104	Composition and Rhetoric	3 units
ENGL 301, 302, 310, 311,		
312, or 415	Literature survey elective	3 units
ENGL 340	Children's Literature	3 units
COMM 101	Speech Composition and Presentation	3 units
ENGL 453	Language, Culture and Linguistics (Seniors only)	3 units
Math and Science (a minimum of twenty-one units).		
MATHA	minimum of two courses	3 units (each)
PSCI /BIOL	Life Science Course	3-4 units
PSCI /BIOL	Earth Science Course	3-4 units
PSCI	Physical Science Course	3-4 units
PSCI /BIOL	At least one lab course	4 units
Religion (a minimum of thirteen units).		
NT 101	New Testament Survey	3 units
OT 201	Old Testament Survey	3 units
THEO 100	Christian Life and Thought	3 units

or THEO 103	Introduction to Theology	3 units
THEO 301	Christian Ethics	3 units
OT/NT/BINT/THEO	Elective	1-3 units

Fine Arts/Humanities (a minimum of eleven units).

MUSC 104	Fundamentals of Music	
or ART 252	History and Appreciation of Art	3 units
ART 325	Techniques of Art	3 units
PHIL 201	Introduction to Philosophy	3 units
or PHIL 210	Critical Thinking	3 units
MUSC 337	Music for Elementary Schools (prerequisite: MUSC 104, unless proficient)	2 units

Social Science (a minimum of twenty-one units).

ANTH 102, 312, or 342	Anthropology Elective	3 units
HIST 103 or 104	World Civilizations I or II	3 units
HIST 256	United States History	3 units
POLS 255	United States Government	3 units
PSYC 103	General Psychology	3 units
SOCS 150	World Geography	3 units
SOCS 215	Economics (Macro)	3 units

Physical Education Activity (a minimum of two units).

EXSS 105	Lifetime Fitness	2 units
or at least two one-unit courses		

Human Development (a minimum of nine units).

PSYC 320	Developmental Psychology	3 units
EXSS 410	Health Education	3 units
EXSS 432	Physical Education for Elementary Schools	3 units

Emphasis (a minimum of twelve units).

Students must choose an emphasis from one of the following areas: anthropology, communication, English writing or literature, history and political science, life science, physical science, mathematics, music, physical education, psychology, sociology, or Spanish.

As a capstone experience to the emphasis, each senior liberal arts student will participate in a portfolio/performance/demonstration assessment. Contact the liberal studies department for details.

Electives and Professional Prerequisites (a minimum of seventeen units)

EDUC 302	Introduction to Education in a Multicultural Setting	3 units
To be taken during the sophomore or junior year. Required for Teaching Credential.		
SPAN 101, 102, 203	Beginning Spanish I & II, Intermediate Spanish	4-8 units
Electives		at least 11 units

Undergraduate Education and Related Courses

EDUC 302 • Introduction to Education in a Multicultural Setting (3 units)

This course provides the philosophical background and classroom experience necessary to introduce a person to the teaching profession in a public or private school in a multicultural environment. The purpose of the class is to assist the student to gain an understanding of the resources and challenges facing a teacher serving a linguistically and culturally diverse student population. Discussion will focus on the major professional organizations and educational research related to the philosophical, historical, and demographic developments of American education. Students will complete a field work component to observe classroom management and organization, Specially Designed Academic Instruction Delivered in English (SDAIE) instructional practices, and the curricula of grades K-12. The role and function of Christian beliefs and values in the public school will be integrated throughout the course. This course is a prerequisite requirement for the Multiple and Single Subject Credential programs.

EDUC 305 • Tutoring in an Urban Setting (1-3)

Directed tutoring of elementary and secondary students in selected tutorial centers/schools located in urban settings. Enrollees must complete thirty hours of supervised tutoring in an approved urban tutorial center or school site for each unit. Written critical incident reports will be required. Limited enrollment by permit only. See the Chair of the Division of Liberal Studies for further information.

EDUC/CFST 441 • Philosophy of the Christian School (1)

A study of the philosophy of Christian education with an emphasis on its comparison to that used in public, pluralistic education. Also an introduction to the goals, founding, function, and organizational structure of pre-, elementary, and secondary schools. (Meets ACSI credential requirement.)

ANTH/ENGL/SPAN 453 • Language, Culture, and Linguistics (3)

Prerequisite: EDUC 302; may be taken concurrently. Requires senior standing. This course surveys the acquisition and use of language within a cultural context. It examines the relationship of language to culture, language acquisition, and language analysis or linguistics, emphasizing the utility of such knowledge for educators. Stress is given to understanding language's reciprocal relation with culture, the nature of language systems, and linguistic analysis to enable educators a better comprehension of second language acquisition within learning environments. This course is required for the Cross-Cultural Language, and Academic Development (CLAD) credential.

EDUC 455 • Teaching Assistantship in Education (1-3)

Prerequisite: EDUC 302. This course will give the student opportunity for working as a teaching assistant in a local school. Included will be direct instruction of individuals and small groups. With permission of the supervising teacher, the student may conduct some whole-class instruction. Limited enrollment by permit only.

EDUC/CAPL 465 • The Use of Computers in Education (3)

A study of the nature and use of computers in the educational process. An emphasis is placed on Computer Assisted Instruction (CAI) and the selection of software with a "hands on" approach to the use of Logo, word processing, spreadsheets, and other programs that are of assistance to educators or are currently used with students in K-12 classrooms. This course fulfills the Professional Clear Credential computer requirement. Requires Senior standing.

EDUC 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor and division chair. Study of a special topic dealing with education. May be repeated for credit.

EDUC 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair and EDUC 302. May be repeated for credit.

EDUC 490 • Seminar in Education (1-3)

Prerequisite: Consent of the instructor and division chair and EDUC 302. May be repeated for credit.



Division of Literature & Modern Languages

H. Keith Ewing, MA., Chair

MISSION: *The Division of Literature and Modern Languages offers courses that explore the central role of language in the creation and transmission of culture. Students develop skills in writing and speaking modern languages, analyzing the artistic and thematic concerns of literature, and applying critical theories to the creative expression of literature and language.*

DEPARTMENT OF ENGLISH

Kelly Walter Carney, Ph.D., Chair

MISSION: *Through the careful study of the literature and ideas of the past and present, the English Department provides the opportunity for students to enhance their abilities to appreciate the richness of literary expression, analyze the written word, and communicate their ideas to others. Developing the skills of writing and analysis through the study of literature allows students to gain insights into the human condition and to achieve the technical competence that is critical for success in an information-driven society.*

English Major

ENGL 301, 302; 310 or 311 or 312 (choose 2); 415, 455, and 465 or 466	21 units
Pre-1800 upper-division courses*	6 units
Post-1800 upper-division courses*	6 units
Upper-division English electives	9 units

*With approval of the department, a student may take ENGL 320, 350, 370, or 380 in lieu of one of these requirements.

Subject Matter Program in English

Students who enter the Subject Matter Program for English Teacher Preparation will need to take the following course work:

I. Core Coursework	thirty units	
Eighteen of those thirty units must include the following:		
ENGL 102	Composition and Rhetoric	
or ENGL 104	Composition and Rhetoric on Computer	3 units
ENGL 251	Introduction to Literature	3 units
ENGL 370	Advanced Composition and Rhetoric	3 units
ENGL 380	Advanced English Grammar	3 units
ENGL 453	Language, Culture and Linguistics	3 units
ENGL 455	Shakespeare	3 units

Complete an additional twelve units from the courses below:

ENGL 301, 302	Survey of English Literature I, II	3 units
ENGL 310, 311	Survey of American Literature I, II	3 units

ENGL 405	Eighteenth Century Literature	3 units
ENGL 418	Classical Literature and Philosophy	3 units
ENGL 420	English Renaissance Literature	3 units
ENGL 430	British Romantic Literature	3 units
ENGL 435	Twentieth Century Literature	3 units
ENGL 445	Milton	3 units
ENGL 470	Special Topics before 1800	3 units
ENGL 470	Special Topics after 1800	3 units
ENGL 490	Seminar: Women's Literature	3 units

II. Breadth and Perspective

Students choose at least fifteen additional semester units from the following courses which offer breadth and perspective to the core courses.

Six of those fifteen units must be the following:

ENGL 312	American Diversity	3 units
ENGL 415	World Literature Masterpieces	3 units

Complete nine units from the courses below:

ENGL 320	Journalism	3 units
ENGL 330	Mythology	3 units
ENGL 340	Children's Literature	3 units
ENGL 350	Creative Writing	3 units
ENGL 357	Dramatic Literature	3 units
ENGL 389	C.S. Lewis Seminar	3 units
ENGL 440	The Novel	3 units
ENGL 450	Internship: Teaching English	3 units
ENGL 451	Internship: Writing	3 units
ENGL 465	Theory and Criticism of Literature	
or ENGL 466	Intro. to Contemporary Literary Theory and Criticism	3 units
ENGL 470	Special Topics after 1800	3 units
ENGL 480	Independent Studies	3 units
ENGL 489	C.S. Lewis Seminar II	3 units
ENGL 490	Seminar: Women's Literature	3 units
HUMA 300	Creative Thinking and Problem Solving	3 units
COMM 260	Writing for the Media	3 units
COMM 334	Broadcast Journalism	3 units
COMM 340	Speech and Language Development and Disorders	3 units
COMM 421	Script Writing	3 units

Students are requested to complete three or more units from the courses below:

THEA 210	Beginning Acting	3 units
COMM 290	Introduction to Interpersonal Communication	3 units
THEA 304	Interpretive Performance	3 units
THEA 410	Advanced Acting	3 units

One of the following courses should be chosen to meet the computer literacy requirement:

ENGL 405	Eighteenth Century Literature	3 units
ENGL 440	The Novel	3 units
ENGL 466	Contemporary Literary Theory and Criticism	3 units
CAPL 320	Computer Applications in Business	3 units
COMM 323	Graphic Communication	3 units

English Courses

ENGL 090 • Basic English (3)

Basic study and review of parts of speech, sentence and paragraph construction. Credits do not count toward graduation. Offered on pass/fail basis only.

ENGL 101 • English Grammar and Composition (3)

Analysis of expository readings and practice in the forms of expository writing. Students write a minimum of 7,000 words of exposition. Writing themes is focused on various forms of exposition and the structural accuracy according to accepted standards of grammatical composition.

ENGL 102 • Composition and Rhetoric (3)

Prerequisite: ENGL 101 or passing score on the ACT or SAT tests. Theory and practice in effective argumentation and theme writing. Includes preparation of a fully documented research paper.

ENGL 104 • Composition and Rhetoric on Computer (3)

Prerequisite: ENGL 101 or passing score on the ACT or SAT tests. Theory and practice in effective argumentation and theme writing. Includes preparation of a fully documented research paper. Essays and research paper will be composed and revised on the word processor in the computer lab. Previous computer knowledge is not necessary. Satisfies the freshman composition (English 102) requirement.

ENGL/MATH 210 • Technical Writing (3)

Prerequisite: ENGL 102 or 104. Expository writing on technical subjects dealt with in industry, science, and education. Long and short forms including reports, proposals, journal articles, and research papers.

ENGL 251 • Introduction to Literature (3)

Prerequisite: ENGL 102 or 104. An evaluation of literary forms and aspects of style as found in the works of celebrated writers of drama, novel, poetry, and short story.

ENGL 291, 292, 293 • Special Topic (1,2,3)

Study of a special topic focusing upon a literary period, genre, and/or author(s).

ENGL 301 • Survey of English Literature I (3)

A historical survey of English prose, poetry, and drama, from Beowulf to the Neo-Classical Period.

ENGL 302 • Survey of English Literature II (3)

A historical survey of English prose, poetry, and drama, from the Romantic Period to the present.

ENGL 310 • Survey of American Literature I (3)

A historical survey of American prose and poetry from the Colonial Period to 1865.

ENGL 311 • Survey of American Literature II (3)

A historical survey of American prose and poetry from 1865 to the present.

ENGL 312 • American Diversity (3)

The study of past and present American literature composed by African American, Asian American, Hispanic American, and Native American writers, with emphasis on theme, background, heritage, and culture.

ENGL/COMM 320 • Journalism (3)

Prerequisite: ENGL 102 or 104. Fundamentals of writing and publication, including editing and administration. News gathering, feature writing, editorials, advertising, and the problems of publishing.

ENGL 330 • Mythology (3)

A study of the strategies of mythic presentation and their expression in literature. Focus is on Greek myth and literature, specifically of origins and heroes. Major national myths both Eastern and Western are included as well. Alternate years.

ENGL 340 • Children's Literature (3)

Reading and evaluating literature written especially for children--includes a historical as well as a genre approach.

ENGL 350 • Creative Writing (3)

Prerequisites: ENGL 102 or 104 and consent of instructor. Theory and practice in the three genres: prose, drama, and poetry.

ENGL/COMM/THEA 357 • Dramatic Literature (3)

A study of representative plays from each period of theatre history beginning with the Greeks and ending in the present.

ENGL/COMM/THEA 360 Dramatic Literature: Script Analysis (3 units)

This course introduces the student to history's most influential stage and screen plays giving the student skills with which to analyze critically the script in order to understand the work of each playwright. Lab fee.

ENGL/COMM 370 • Advanced Composition and Rhetoric (3)

Prerequisite: ENGL 102 or 104. Theory and practice in advanced technique for factual writing. The use of logical and psychological presentation of material for polemics and light essay.

ENGL 380 • Advanced English Grammar (3)

Prerequisite: ENGL 102 or 104. A study of modern English usage in syntax, form, and the mechanics of composition, with emphasis on problems which the teacher meets in public schools; a consideration of some conflicts between conventional grammatical teaching and current usage.

ENGL/THEO 389 • C.S. Lewis Seminar I (3)

Prerequisite: THEO 103. A study, through reading and discussion, of selected writings of C.S. Lewis to promote the student's insight into and appreciation for biblical truths, and to encourage personal spiritual growth.

ENGL 405 • Eighteenth-Century Literature (3)

A study of English literature from 1660 to 1800, emphasizing Pope, Swift, Johnson, and the novel.

ENGL 410 • Nineteenth-Century Literature (3)

The prose and poetry of England from 1800 to 1900--Tennyson, Browning, Matthew Arnold, and novelists.

ENGL 415 • Masterpieces of World Literature (3)

An evaluation of major writers of the world with attention to their influence upon English and American literature.

ENGL/PHIL 418 • Classical Literature and Philosophy (3)

Reading and discussion of major texts from the classical period (circa 500BC to 400AD) with attention to their influence on literature and the history of ideas. Emphasis on Plato, Aristotle, Virgil, Marcus Aurelius, and Seneca.

ENGL 420 • English Renaissance Literature (3)

A study of English literature from 1509 to 1660, emphasizing Spenser, Sidney, Herbert, Donne, and non-Shakespearean drama.

ENGL 430 • British Romantic Literature (3)

The prose and poetry of Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats.

ENGL 435 • Twentieth-Century Literature (3)

Representative works in British and American novels, poetry, and drama.

ENGL 440 • The Novel (3)

The development of the novel as a literary genre is presented as a background for discussing several representative novels in depth. Emphasis is on nineteenth- and twentieth-century novels.

ENGL 445 • Milton (3)

A study of the major works of poetry: Paradise Lost, Paradise Regained, and Samson Agonistes, with some attention to short poetry and prose.

ENGL 450 • Internship: Teaching English (3)

Open to seniors with a grade point average of 3.0 or above. The student selects and attends the sessions of an English 101, 102 or 104, or 251 course; meets with the instructor to prepare for class sessions; teaches a few sessions; discusses in retrospect the conduct of the class; agrees upon criteria for grading papers and other evaluation of students. May be repeated for a maximum of six units with a different instructor or a different course.

ENGL 451 • Writing Internship (3)

Prerequisite: Junior or senior status and a grade point average of 3.0 or higher. Actual work experience in a business firm as a writer, providing an opportunity for the practical application of student writing skills under direct supervision. Additional reading and writing are required, together with regular meetings with the instructor. May be repeated to a maximum of six units.

ENGL/ANTH/EDUC/SPAN 453 • Language, Culture, and Linguistics (3)

A survey of the acquisition and use of language within a cultural context. It examines the relationship of language to culture, language acquisition, and language analysis or linguistics, emphasizing the utility of such knowledge for educators. Stress is given to understanding language's reciprocal relation with culture, the nature of language systems, and linguistic analysis to enable educators a better comprehension of second language acquisition within learning environments.

ENGL/THEA 455 • Shakespeare (3)

Reading Shakespeare's major works of drama and poetry within the historical and cultural context of the Renaissance.

ENGL 465 • Theory and Criticism of Literature (3)

A historical survey of literary theory; a chronological survey of critical approaches to literature.

ENGL 466 • Introduction to Contemporary Literary Theory and Criticism

An introduction to major voices current in literary theory, as well as methods of electronic research, including CD-ROM databases and the World Wide Web. The different writing projects are designed to assist students in their development as scholarly researchers. This course fulfills departmental requirements for literary theory or for upper-division English electives.

ENGL 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic, focusing upon a literary period, genre, and/or author(s). May be repeated for credit.

ENGL 480 • Individual Studies (1-3)

Prerequisites: Junior or senior status with a 3.0 GPA; consent of the instructor and department chair. May be repeated for credit.

ENGL/THEO 489 • C.S. Lewis Seminar II (3)

Prerequisite: ENGL 389 or consent of instructor. Further study of the writings of C.S. Lewis emphasizing his articulation and defense of the Christian faith.

ENGL 490 • Seminar (1-3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in English or Literature of particular relevance to upper-division English majors. May be repeated for credit.

Humanities Courses

HUMA 101 • College Learning Concepts (3)

A survey of college-level learning resources and techniques designed to increase learning power. An emphasis is placed upon time management and organizational skills, reading comprehension, note taking, test taking, writing and library research, stress management, and career planning.

HUMA 106 • Publications: Yearbook (1)

Publication of the school yearbook under supervision of a faculty advisor. Elective credit only. Offered on a credit/fail basis only.

HUMA/BUSN 300 • Creative Thinking and Problem Solving (3)

The study and practice of the techniques for creative thinking and idea-generation, and of the strategies for problem solving and decision making

DEPARTMENT OF SPANISH

Galen Yorba-Gray, Ph.D., Chair

MISSION: *The Spanish Department seeks to enhance students' understanding of the Spanish speaking world, its people and culture, through literature and activities within the community. The Spanish major provides a liberal arts education which focuses broadly on the Spanish language and its use within a historical or contemporary perspective while addressing and integrating the issues of Christian faith.*

Upon entering the program students will take a placement exam to determine their levels of competency in the Spanish language. The first year's work will be assigned based on the results of the exam. During the senior year, prospective graduates must pass a proficiency exam. The exam will cover areas of reading, speaking, and writing.

Spanish majors are required to complete at least forty-seven units in the major; thirty-two units of the forty-seven will be in the Spanish language, usually fulfilled through SPAN 203, 204, 303, 304, and 456.

Spanish Major

Requirements

I. The following courses are required of Spanish majors:

Language Proficiency Core • sixteen units

(All Beginning Spanish and Intermediate Spanish courses require 1 hour per week of language laboratory in addition to class hours)

SPAN 101	Beginning Spanish	4 units
SPAN 102	Beginning Spanish II	4 units
SPAN 203	Intermediate Spanish	4 units
SPAN 204	Intermediate Spanish II	4 units

Culture & Literature Preparation Core • nine units

Choose one course from each section:

1) SPAN 365	Curso Panorámico de Latinoamérica	3 units
Or SPAN 366	Civilization and Culture of Spain	
2) SPAN 300 or 400 series:	Any course in Latin American or Spanish Literature	
3) Choose one of the following:		
SPAN 428	Contemporary Issues of Latin American Countries	3 units
SPAN 453	Language, Culture, and Linguistics (Required for Teacher Credential/Subject Matter Program in Spanish)	3 units
SPAN 464:	Religion and Culture in Latin America	3 units

SPAN/ANTH 367 • Ancient Civilizations of Middle America (3)

A study of the rise of civilization in Middle America as revealed by archaeology and early writings, emphasizing the cultural and technological achievements of the Toltecs, Aztecs, Mayans, and others as well as the folk cultures of the present inhabitants of these areas.

SPAN 375 • Spanish for Helping Professions (3)

A basic course for business, health services, education, and social work personnel. Includes useful, everyday phrases as well as words, questions, and sentences related to each profession.

SPAN/ICST 428 • Contemporary Issues in Latin American Countries (3)

Examines selected current strategic, political, and theological issues characteristic of Latin American religion and culture. These contemporary issues include areas such as research in Latin America South, a comparison of the Caribbean and Latin America, social movements, and the shifting roles of missionaries. Current issues such as politics, media, gender, and trends will be analyzed.

SPAN 452 • Summer Study Tours (1-6)

Prerequisite: Consent of instructor. Occasional summer trips to Spanish-speaking countries. These are intensive language programs that will include course work along with the travel and tour. Units are computed according to the duration of the tour, one unit per week. A maximum of six units applies toward graduation. These study trips cannot be used toward the fulfillment of the CINCEL language study requirement in Costa Rica.

SPAN/ANTH/EDUC/ENGL 453 • Language, Culture, and Linguistics (3)

This course surveys the acquisition and use of language within a cultural context. It examines the relationship of language to culture, language acquisition, and language analysis or linguistics, emphasizing the utility of such knowledge for educators. Stress is given to understanding language's reciprocal relation with culture, the nature of language systems, and linguistic analysis to enable educators a better comprehension of second language acquisition within learning environments.

SPAN 256/456 • CINCEL Semester Abroad (8, 16)

The CINCEL Program (Centro de Investigaciones Cultural y Estudios Lingüísticos) in San José, Costa Rica, in conjunction with Vanguard University, offers Vanguard students who are majoring in Spanish, and others, a total immersion experience in Spanish. Students must demonstrate commitment and interest in the Spanish language at Vanguard University before going to CINCEL. Motivation will be as important as actual previous achievement, since the CINCEL staff are accus-

tomed to working with students at all levels. The program features home-stay with select host families, and an academic program of courses. The program is for one semester (16 weeks, 16 units) during any one of CINCEL's trimesters, or a half semester (8 weeks 8 units) available during the Summer trimester. For the purpose of assessment, students will take a proficiency test both before and following their CINCEL experience. Prerequisites: Upon approval of the Chairperson of the Vanguard University Spanish Department, students may apply CINCEL units toward their Vanguard University Major (8 or 16 units) or Minor (no more than 8 units). Students will receive no credit for CINCEL unless currently enrolled as full-time students at Vanguard University. Non-Spanish majors or minors may earn elective units providing they have previous clearance from their own department and the Spanish Department. For Lower Division units (CINCEL 256), students must have one year from Vanguard University (SPAN 101-102) or the equivalent. For Upper Division credit (SPAN 456), students must have completed the intermediate level (SPAN 203-204) or the equivalent. Since CINCEL (SPAN 256 and 456) is not cross-referenced with any other department, such departments sending students must conform to the course syllabus provided by the Chair of the Spanish Department.

SPAN 460 • Field Practicum (1-4)

Prerequisite: Span 304, junior or senior standing or consent of instructor. Supervised field work of at least three hours per week among Spanish churches, schools, clinics, hospitals, businesses, etc. Students meet weekly with supervisors. A log of personal experience is maintained. CR/NC, for Spanish majors only with permission of Spanish faculty advisor.

SPAN/ICST/THEO 464 • Religion and Culture in Latin America (3)

This course aims to investigate the dynamics of traditional and evangelical forms of religion in Latin America, including the milieu of popular culture and beliefs, the functions of the Catholic church, current movements within Catholicism, evangelical influences, and Pentecostal growth.

SPAN 470 • Special Topics (1-4)

Prerequisite: Consent of the instructor. Study of special topic focusing on Spanish culture, language, civilization, or literature. May be repeated for credit.

SPAN 480 • Individual Studies (1-4)

Prerequisite: Consent of the instructor and departmental chair. May be repeated for credit.

SPAN 490 • Seminar (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic of particular relevance to upper-division Spanish majors. May be repeated for credit.



Division of Natural Sciences & Mathematics

Cecil Miller, Ph.D., Chair

MISSION: *The Division of Natural Sciences and Mathematics seeks to enhance, within the Christian perspective, the student's knowledge, understanding, and appreciation of the interaction of creation, the natural laws regulating it, and the human forces influencing it. The student is expected to achieve knowledge and appreciation in the philosophy, limitations, methods, procedure, and literature of science. The division includes the areas of biology, chemistry, computer applications, exercise sports science, mathematics, and physics.*

The natural science and mathematics program is designed to satisfy the basic science requirements of pre-dental, pre-medical, pre-pharmacy, pre-physical therapy, and pre-nursing training; to prepare students to enter a professional teaching career in chemistry, biology, sports science, or mathematics; to provide a strong foundation for students who intend to continue with graduate work in these fields; and to enable liberal arts students to broaden their background and philosophy through acquaintance with their natural surroundings.

Students desiring a major, pre-professional curriculum, or a minor in the area of natural science or mathematics should consult with a representative of the division for advisement regarding minimal requirements for their objectives in that area of study. In addition, students must consult with a division representative before registering for an upper-division laboratory science or upper-division mathematics course. Auditing laboratory science courses requires divisional approval.

Science or Mathematics Teacher Education

Students desiring to enter a career in secondary school teaching should consult with their academic advisor within the Division of Natural Sciences and Mathematics. Certain courses are required for teaching, and a wide spectrum of courses are necessary covering diverse areas within the discipline(s) chosen.

Graduate School Preparation

Students who desire to enter graduate school need to consult with their academic advisor for counsel regarding requirements and the proper sequence of courses. It is advisable for such students to obtain catalogs from graduate schools of their choice and consider carefully the undergraduate prerequisites listed in them. Most graduate schools require prospective students to take the Graduate Record Examination (GRE), which is normally taken in the Fall of the senior year or the Spring of the junior year. Some graduate schools require only the basic or generalized GRE while others require that applicants also take the advanced subject area exam. It is imperative that students be aware of the requirements of the graduate school of their choice.

Pre-Medical and Pre-Dental Preparation

Medical and dental schools seek students with broad education in both liberal arts and in the natural sciences. Recommended majors for pre-medical, pre-veterinary, or pre-dental training are either biology or chemistry. In pursuing either of these majors, the student should complete mathematics through calculus, one year of calculus-based physics, one year sequence of comparative

anatomy/embryology and vertebrate physiology, cell biology, histology, microbiology, genetics, and a sequence of chemistry courses up to and including advanced biochemistry. Most medical and dental school applicants complete a baccalaureate degree program prior to beginning their medical training. Normally, the Medical College Admission Test (MCAT) or Dental Aptitude Test (DAT) is taken during the sixth semester of undergraduate work. The MCAT exam has been changed (April 1991) to emphasize more critical thinking and writing skills, rather than just factual knowledge. The successful completion of our course program and the knowledge gained will be (1) decidedly helpful in achieving requisite MCAT and DAT scores and (2) essential in providing an adequate background for medical and dental studies.

For additional preparatory subjects on other professional school entrance examinations, the prospective applicant should consult the catalogs of the schools of interest. It is important also to work with the chair of the Pre-Medical Committee for assistance in planning the total program.

DEPARTMENT OF BIOLOGY

Lawrence McHargue, Ph.D., Chair

MISSION: *The Biology Department seeks to provide the training in a Christian environment needed to prepare students for careers in elementary and secondary education, to provide the background in biology necessary for other areas of study such as biochemistry and the exercise sciences, to prepare students for professional programs in areas such as dentistry, pharmacy, medicine, optometry, nursing, and physical therapy, and to prepare students for graduate studies in the biological sciences.*

A major in biology is designed to allow the student to (1) become familiar with the basic principles, literature, sampling, data analysis, and laboratory techniques of the essential areas of the life sciences; (2) become acquainted with background information, materials, and techniques in the cognate fields of mathematics and the physical sciences; and (3) utilize elective units to take courses which meet the student's specific vocational needs or interests. The major offers three emphases to better meet the individual needs of the students.

Biology Major Requirements

Biology Core Courses	fifty-nine units
(Required of all biology majors)	
BIOL 121, 131, 240, 311, 409, 425, and 490	25 units
CHEM 120, 121, 304, and 305	18 units
PSCI 220, 221	8 units
MATH 180, 181*	8 units
*It is essential that CHEM 120, 121 be taken in the first year at VUSC in order to schedule the proper sequence of chemistry courses	

The recommended botany and ecology emphasis consists of the following additional courses:

BIOL 315, 340, 345, 346 or 470	4 units
BIOL 330 or 352	3 or 4 units
BIOL 360	4 units
BIOL 414	4 units

Upper-division BIOL elective	3 or 4 units
Total	18-20 units

The recommended education emphasis consists of the following additional courses:

BIOL 302 or 305	4 or 5 units
BIOL 312 or 414	4 units
BIOL 315, 340, 345, 346, or 470	4 units
BIOL 352 or approved elective	3 or 4 units
Total	15-17 units

The recommended pre-medical emphasis consists of the following additional courses:

BIOL 302	5 units
BIOL 305	4 units
BIOL 312, 315, 340, 345, 346, 414, or 470	4 units
BIOL 202 or approved elective	3 or 4 units
Total	16-18 units

Biology Courses

BIOL 100 • Introduction to Life Science (3)

Biological principles and problems with emphasis on those which apply to man in the biotic world. Structural and functional study of major plant and animal groups. Note: Does not apply toward a science major or minor, and cannot be taken after BIOL 121, 131, any upper-division life science course, or any life science lab course accepted on transfer.

BIOL 121 • General Botany (4)

An introduction to the fundamental principles of plant classification, anatomy, morphology, physiology, and environmental relationships. Lecture three hours, laboratory four hours. Lab and field trip fee.

BIOL 131 • General Zoology (4)

Prerequisite: BIOL 100 or equivalent. An investigation into the anatomy, morphology, ecology, behavior and cultural importance of 19 animal phyla that experimentally coexist with humanity. Lab exercises use live animals to investigate relevant biological questions. Lecture three hours, laboratory four hours. Offered Fall term. Lab fee.

BIOL 202 • Histology (4)

Prerequisite: BIOL 131 or 240. The study of living tissues, the cells that comprise them, and the remarkable organ systems that they unite to form. Emphasis is placed on the intricate relationships between molecular structure and cellular mechanisms. Tissue identification is central to each lab. Lecture three hours, laboratory four hours. Offered Spring (even years). Lab fee.

BIOL/EXSS 204 • Human Anatomy (4)

Prerequisites: BIOL 131 or 240. A thorough exploration into the molecular/histologic basis and anatomical structure/function of the human integumentary, skeletal, muscle, cardiovascular, nervous, endocrine, respiratory, digestive, and reproductive systems. Labs using human skeletons and deceased felines will highlight gross structure. Lecture three hours, laboratory a minimum of four hours. Offered each Spring. Lab fee.

BIOL 240 • Introduction to Molecular and Cell Biology (4)

Prerequisite: BIOL 121 or BIOL 131. An introduction to cellular structure and function, basic metabolic pathways, and molecular genetics. Lecture three hours, laboratory four hours. Lab fee.

BIOL 291, 292, 293 • Special Topic (1, 2, 3-4)

Study of a special topic in life science. May be repeated for credit. May have a lab fee.

BIOL 302 • Comparative Vertebrate Anatomy and Embryology (5)

Prerequisite: BIOL 131. An analysis of the structural and functional similarities and differences among extinct and extant vertebrates. Embryology is stressed to add insight into formative processes often central in inherited abnormalities. Labs will alternate attention from investigative embryology to structural anatomy. Lecture three hours, laboratory six hours. Offered Fall (even years). Lab fee.

BIOL/EXSS 304 • Human Physiology (4)

Prerequisite: BIOL 100, 131, or 204. Principles of the physiology of the human organ systems and functions of these systems. Lecture three hours, laboratory four hours. Lab fee.

BIOL 305 • Physiology of Vertebrates (4)

Prerequisites: BIOL 131, 240, and CHEM 304, 305 (or concurrent enrollment). Principles of animal physiology with emphasis on vertebrates. Lecture three hours, laboratory four hours. Alternate years. Lab fee.

BIOL 311 • Genetics (4)

Prerequisites: BIOL 121 or 131 or equivalent, and BIOL 240. A study of the principles and physical basis of heredity, biochemical aspects of gene actions, and social implications of heredity. Lecture three hours, laboratory four hours. Lab fee. Alternate years.

BIOL 315 • General Ecology (4)

Prerequisites: BIOL 100, 121, or 131. The study of the interaction between organisms and the physical and biological environment. Appreciation will be gained for the beauty, complexity yet fragility of natural terrestrial and aquatic systems by investigating the structure and inter-relationships within and among these ecosystems. Practical insight is gained from labs incorporating hands-on involvement in manipulative studies. Lecture three hours, laboratory four hours. Offered Fall (odd years). Lab fee.

BIOL 320 • Origins (3)

Prerequisites: BIOL 100, 121, or 131. Classic and modern concepts concerning the origin and evolution of life are considered and critically reviewed. Alternate years. Instructional material fee.

BIOL/CHEM 325 • History and Philosophy of Science (3)

Prerequisites: BIOL 121 or 131; CHEM 110 or 121; or PSCI 130, 131, or equivalent. Study of selected topics in the history and philosophy of science and the application of these principles in analyzing contemporary scientific trends. Especially recommended for diversified majors and those planning to teach physical or biological sciences in secondary schools. Lecture three hours. Alternate years.

BIOL 330 • Conservation Biology (3)

Prerequisite: BIOL 100 or permission of instructor. The thoughtful consideration of the importance of balance in nature. Discussions emphasize the health and future viability of important global ecosystems and the potential impact their destruction is having on societies today and the forecast for tomorrow.

BIOL 340 • Marine Ecology (4)

Prerequisites: BIOL 121 or 131. The exploration into a world fascinatingly foreign to terrestrial sensibilities. Discussions will center on the diverse array of marine environments and the incredible adaptations various organisms have to exploit them. Labs integrate theory and real-world scientific analysis in actual feet-wet experiences. Lecture three hours, laboratory four hours. Offered Spring (even years). Lab fee.

BIOL 345 • Field Biology - Mountains (4)

Prerequisites: BIOL 100, 121, or 131. A study of biota and communities of the mountains and factors affecting distributions, reproduction, and physiology of plant and animal life. Much of the course consists of a field trip through the Sierra Nevadas. Special fee.

BIOL 346 • Field Biology -- Desert (4)

Prerequisites: BIOL 100, 121, or 131. A study of biota and communities of the desert and factors affecting distributions, reproduction, and physiology of plant and animal life. Much of the course consists of a field trip through various desert areas. Special fee.

BIOL 352 • Economic Botany and Plant Propagation (4)

Prerequisites: BIOL 100, 121, or permission of instructor. A consideration of plants used by man, including origins, diversity, use, and major methods of propagation employed in their culture. Lecture three hours, laboratory six hours. Lab and field trip fee with many required field trips (including an extended four-day trip) off campus. Alternate years.

BIOL 360 • Biogeography (4)

Prerequisite: BIOL 100 or above. A study of the geographic patterns of species distributions and causes of those patterns and their effects on the pattern of human settlement. Lab fee with many required field trips (including an extended four-day trip) off campus. Alternate years.

BIOL 409 • Microbiology (4)

Prerequisite: BIOL 121 or 131, and 240, and CHEM 304, 305 or concurrent enrollment. Biology of micro-organisms: their occurrence and importance to man. Lecture three hours, laboratory four hours. Lab fee. Alternate years.

BIOL 414 • Plant Taxonomy (4)

Prerequisite: BIOL 121, 131, or consent of the instructor. An introduction to the study of the systematics of vascular plants with practice in their classification and identification. Lecture two hours, laboratory six hours. Lab and field trip fee with many field trips off campus. Alternate years.

BIOL 425 • Cell Biology (4)

Prerequisites: BIOL 121, 131, 240, and CHEM 304, 305. The study of the functions of micro-organisms, cells and tissues in terms of molecular biology, and related chemical and physical phenomena. Lecture three hours, laboratory four hours. Alternate years. Lab fee.

BIOL 470 • Special Topics (1-4)

Prerequisite: Consent of the instructor. Study a special topic in life science. May be repeated for credit. May have lab and field trip fees in some cases.

BIOL 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

BIOL 490 • Seminar in Life Science (1)

Prerequisite: Consent of the instructor. Discussions of investigations in biology presented by students, staff, and/or guests. Sessions meet one hour per week; may be repeated for credit.

DEPARTMENT OF CHEMISTRY

E. Donald Lorange, Ph.D., Chair

MISSION: *The Chemistry Department seeks to provide the training and Christian environment to prepare students for careers in elementary and secondary education, to provide the background in chemistry necessary for other areas of study such as biology and the exercise sciences, to prepare students for professional programs in such areas as dentistry, pharmacy, optometry, medicine, nursing, and physical therapy, and to prepare students for graduate studies in chemistry.*

A major in chemistry is designed to (1) acquaint the student with the basic principles of chemistry, (2) teach students to apply mathematical techniques to physical processes, and (3) allow the student to explore the relationship between chemistry and the life sciences.

Chemistry Major Requirements	seventy-two units
CHEM 120, 121*; PSCI 220, 221; MATH 180, 181, 280	29 units
CHEM 250, 304, 305, 306, 410, 430, 451, 452, 453, 454, 475 (2 units), 490 (1 unit) and 470 (3 units)	37 units
Upper-division BIOL or MATH electives	6 units

*It is necessary that CHEM 120, 121 be scheduled for the first year of residence at Vanguard University of Southern California in order to maintain a proper sequence of chemistry courses.

Chemistry Courses

CHEM 111 • Chemistry of Your Environment (3)

Prerequisite: One year of high school algebra. An application of basic principles of chemistry to the problems encountered in everyday living involving chemicals. Topics such as fuels, pollution, food, use and abuse of drugs, agricultural chemicals, plastics, synthetic fabrics, chemicals in the home, and chemical technology will be covered. This course is recommended for students with diversified majors and those wishing to satisfy general education requirements. Lectures and demonstrations.

CHEM 120, 121 • General Chemistry I, II (5-5)

Prerequisites: Two years of high school algebra, geometry, and trigonometry. Fundamental concepts including atomic structure, chemical bonding, changes in state, periodic table, oxidation, kinetics, equilibrium, thermodynamics, and electrochemistry. Three lectures, and two three-hour

laboratory sessions per week. Laboratory in the first semester includes qualitative inorganic analysis. Lab fee.

CHEM 250 • Quantitative Analysis (5)

Prerequisite: CHEM 121. Classical gravimetric and volumetric methods, techniques of separation, and an introduction to instrumental methods together with theory and calculations. Three lectures and two three-hour laboratory sessions per week. Lab fee.

CHEM 291, 292, 293 • Special Topic (1, 2, 3-4)

Prerequisite: Consent of the instructor. Study of a special topic in chemistry. May be repeated for credit. May have a lab fee.

CHEM 304, 305 • Organic Chemistry I, II (4-4)

Prerequisite: CHEM 121. Typical aliphatic, aromatic, and heterocyclic compounds with reference to theories, nomenclature, reactions, preparations, and mechanisms. Three lectures and one four-hour laboratory session per week. Lab fee. Alternate years.

CHEM 306 • Organic Qualitative Analysis (3)

Prerequisite: CHEM 304. Identification of unknown organic compounds using classical methods and spectroscopy, and the separation and identification of the components of mixtures of organic substances. One lecture and two three-hour laboratory sessions per week. Alternate years. Lab fee.

CHEM/BIOL 325 • History and Philosophy of Science (3)

Prerequisites: BIOL 121 or 131; CHEM 110 or 121; or PSCI 130, 131, or equivalent. Study of selected topics in the history and philosophy of science and the application of these principles in analyzing contemporary scientific trends. Especially recommended for diversified majors and those planning to teach physical or biological sciences in secondary schools. Lecture three hours per week. Alternate years.

CHEM 410 • Chemical Literature (3)

Prerequisite: Consent of the instructor. Chemical literature, the methods of using it, and the study of and reports on specific literature topics. Two lectures, assigned time in library, and individual conferences with the instructor each week.

CHEM 430 • Biochemistry (4)

Prerequisite: CHEM 305. Chemistry of carbohydrates, lipids, proteins, nucleic acids, enzymes, blood, and respiration, with an introduction to metabolism. Three hours of lecture and one four-hour laboratory session per week. Lab fee.

CHEM 451, 452 • Physical Chemistry I, II (3-3)

Prerequisites: CHEM 121 and 250, MATH 280, PSCI 221. Laws, principles, and concepts of chemistry. Theories concerning the structure of matter as related to properties. Includes classical and statistical thermodynamics, kinetics, quantum mechanics, structure, nuclear chemistry, and radiation chemistry. Three hours lecture per week.

CHEM 453, 454 • Physical Chemistry Laboratory I, II (1-1)

Prerequisites: CHEM 451, 452 or concurrent enrollment. Laboratory experiments covering the topics of Physical Chemistry 451, 452. One four-hour laboratory per week. Lab fee.

CHEM 470 • Special Topics (1-4)

Prerequisite: Consent of the instructor. Study in a special topic in chemistry. May be repeated for credit. May have a lab fee. Topics may include advanced biochemistry, advanced inorganic chemistry, rates and mechanisms in organic chemistry, synthetic methods in organic chemistry, or other advanced topics.

CHEM 475 • Introduction to Chemical Research (1-3)

Prerequisite: Consent of the instructor. Problems in advanced laboratory research with emphasis on research techniques. Research is carried out under supervision of the instructor with weekly conferences to discuss results and direction. A written report emphasizing the literature background for the problem and the experimental results is required. May be repeated for a maximum of six units. Lab fee.

CHEM 490 • Seminar in Chemistry (1)

Prerequisite: Consent of the instructor. Discussions of investigations in chemistry presented by the students, staff, and/or guests. Sessions meet one hour per week. May be repeated for credit.

Physical Science Courses

PSCI 115 • Introduction to Earth Science (3)

Prerequisite: One year of elementary algebra. Earth science including physical and historical geology, meteorology, and descriptive astronomy; the economic, social, and philosophical aspects of the subject matter. Three hours lecture each week, and demonstration.

PSCI 116 • Introduction to Physical Science (3)

Prerequisite: Three years of high school mathematics. This course in physical science presents materials in physics, chemistry, and astronomy that are conceptual in nature with minimal reliance on the quantitative rules of mathematics as a tool for understanding. A strong emphasis is placed on proper use of vocabulary words to understand and explain topics in the fields of mechanics, properties of matter, heat, sound, electricity and magnetism, and light. Classroom demonstrations and videos are used to assist the student in learning the everyday principles of nature. Three hours lecture per week.

PSCI 130, 131 • Introduction to Physics I, II (4, 4)

Prerequisites: MATH 117. Introduction to the principles of mechanics, electricity, sound, magnetism, light, optics, and atomic and nuclear physics. Three lectures and one three-hour lab per week. Lab fee.

PSCI 220, 221 • General Physics I, II (4-4)

Prerequisite: MATH 180, 181, or concurrent enrollment.

Topics in mechanics, principles of motion, energy, theories of gases and fluids, wave mechanics, sound, electromagnetic radiation, optics, electricity and magnetism, atomic and nuclear physics, and relativity. Three hours of lecture and one four-hour lab. Lab fee.

PSCI 291, 292, 293 • Special Topics (1, 2, 3-4)

Study of a special topic in physical science. May be repeated for credit. May have a lab fee.

PSCI 470 • Special Topic (1, 2, 3-4)

Prerequisite: Consent of the instructor. Special topics in physical science. May be repeated for credit. May have a lab fee. PSCI 490 • Seminar in Physical Science (1)

Prerequisite: Consent of the instructor. Discussions of investigations in the physical sciences presented by students, faculty, and/or guests. Sessions meet one hour per week. May be repeated for credit.

DEPARTMENT OF EXERCISE AND SPORTS SCIENCE

Terry Zeigler, Ed.D., Chair

MISSION: *The Department of Exercise and Sports Science exists to provide a quality education through a variety of scientifically based courses and applied experiences. Through the programs of study offered by the department, students will be able to develop their spiritual, cognitive, social-cultural, and physical knowledge and understanding. They will be able to apply this knowledge to serve Christ and physically educate and improve the quality of life in the communities they serve.*

The Exercise and Sports Science Major and Concentrations

EXSS major includes the four concentrations of (1) Pre-Physical Therapy, (2) Sports Science, (3) Teaching/Coaching, and (4) Athletic Training.

EXSS Major Core Courses:

		nineteen to twenty-one units
EXSS 204	Human Anatomy	4 units
EXSS 221	Movement Anatomy	3 units
EXSS 304	Human Physiology	4 units
EXSS 323	Exercise Physiology	4 units
EXSS 410	Health Education	3 units
EXSS 450	Internship	1-3 units

The EXSS Major with a Concentration in Pre-Physical Therapy

This concentration prepares the student for graduate schools in physical therapy. Students are encouraged to check on specific requirements of the schools to which they will apply. Schools vary in their prerequisites; some, for example, require more chemistry courses than others. Other careers such as athletic training, exercise physiology, and a combination of physical therapy/athletic training are viable within this option. All of these careers take place in both public and private facilities and institutions.

Lower-Division

		thirty-eight units
CHEM 120	General Chemistry I	5 units
CHEM 121	General Chemistry II	5 units
PSCI 130	Introduction to Physics I	4 units
PSCI 131	Introduction to Physics II	4 units
EXSS 204	Human Anatomy	4 units
EXSS 214	Prevention and Treatment of Athletic Injuries	3 units
EXSS 221	Movement Anatomy	3 units

MATH 265	Introduction to Statistical Methods	3 units
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Choose eight units of the following courses:

BIOL 121	General Botany	4 units
BIOL 131	General Zoology	4 units
BIOL 202	Histology	4 units
BIOL 240	Introduction to Molecular and Cell Biology	4 units

Upper Division

thirty to thirty-two units

PSYC 320	Developmental Psychology	3 units
PSYC 332	Abnormal Psychology	3 units
EXSS 304	Human Physiology	4 units
EXSS 314	Athletic Injury Assessment	3 units
EXSS 323	Exercise Physiology	4 units
EXSS 328	Program Design in Conditioning	3 units
EXSS 380	Rehabilitation Techniques	3 units
EXSS 421	Biomechanics	3 units
EXSS 450	Internship	1-3 units
EXSS 451	Adapted Physical Activity, Recreation, and Sport	3 units

Recommended Courses:

BIOL 311	Genetics	4 units
BIOL 409	Microbiology	4 units
BIOL 470	Neurobiology	3 units
MATH 117	College Trigonometry	3 units
EXSS 422	Ethics in Health Care	3 units
EXSS 385	Therapeutic Modalities	2 units

The EXSS Major with a Concentration in Sports Science

Careers related to this concentration include strength coach, personal trainer, and fitness consultant at public or private facilities. Students will be able to pursue graduate school in Exercise Physiology, Motor Learning, Biomechanics, and Cardiac Rehabilitation.

Lower Division

eighteen units

EXSS 182	Foundations of Physical Education	3 units
EXSS 185	First Aid	
	or EXSS 215 Responding to Emergencies	2 units
EXSS 204	Human Anatomy	4 units
EXSS 214	Prevention and Treatment of Athletic Injuries	3 units
EXSS 221	Movement Anatomy	3 units
EXSS 258	Sociology of Sport and Human Movement	3 units

Upper Division

forty-one units

EXSS 304	Human Physiology	4 units
EXSS 323	Exercise Physiology	4 units
EXSS 324	Fitness Assessment	3 units
EXSS 328	Program Design in Conditioning	3 units

EXSS 342	Leadership Dynamics in Exercise Science	3 units
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EXSS 395	ECG and Exercise Testing	3 units
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EXSS 410	Health Education	3 units
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EXSS 412	Nutrition and Athletic Performance	3 units
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EXSS 421	Biomechanics	3 units
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EXSS 422	Ethics in Health Care	3 units
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EXSS 440	Research & Statistics in Exercise Science	3 units
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EXSS 450	Physical Education Internship	3 units
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Minor in Exercise and Sports Science

Required Courses

fifteen units

EXSS 204	Human Anatomy	4 units
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EXSS 221	Movement Anatomy	3 units
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EXSS 304	Human Physiology	4 units
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EXSS 323	Physiology of Exercise	4 units
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Elective Courses

six units

Choose two of the following courses:

EXSS 214	Prevention and Treatment of Athletic Injuries	3 units
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EXSS 314	Athletic Injury Assessment	3 units
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EXSS 324	Fitness Assessment	3 units
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EXSS 410	Health Education	3 units
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The EXSS Major with a Concentration in Teaching/Coaching

This concentration's career options include teaching physical education at the junior high or high school level, coaching at all levels (except college where a Master's degree is usually preferred), or pursuing a Master's degree in Physical Education. It is strongly advised that if a student wishes to pursue a teaching career that he or she pursue a supplemental authorization in another academic area, i.e., Spanish, math, science, English, or political science. This additional major will increase the student's job options when applying for teaching jobs. The teaching option will also require a fifth year to complete the teacher credential program.

Lower Division

twenty-six units

EXSS 101	Personal Fitness	1 unit
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EXSS 105	Lifetime Fitness	2 units
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EXSS 110	Fundamentals of Dance	1 unit
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EXSS 118	Skill Development in Gymnastics/Aquatics	1 unit
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EXSS 127	Skill Development in Basketball/Volleyball	1 unit
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EXSS 128	Skill Development in Soccer/Softball	1 unit
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EXSS 129	Skill Development in Tennis/Badminton	1 unit
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EXSS 182	Foundations of Physical Education	3 units
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EXSS 185	First Aid	2 units
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EXSS 199	Beginning Taekwondo	1 unit
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EXSS 204	Human Anatomy	4 units
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EXSS 221	Movement Anatomy	3 units
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EXSS 232	Global Games and Recreation Activities	2 units
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EXSS 258	Sociology of Sport and Human Movement	3 units
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Upper Division

forty-eight units

EDUC 302	Introduction to Education	3 units
EXSS 304	Human Physiology	4 units
EXSS 322	Measurements in Physical Education	3 units
EXSS 323	Exercise Physiology	4 units
EXSS 325	Motor Learning	3 units
EXSS 328	Program Design in Conditioning	3 units
EXSS 335	Growth and Motor Development	3 units
EXSS 341	Leadership Dynamics in Exercise Science	3 units
EXSS 352	Analysis of Team Sports	2 units
EXSS 354	Analysis of Individual/Dual Sports	2 units
EXSS 421	Biomechanics	3 units
EXSS 433	Physical Education for Secondary Schools	3 units
EXSS 434	Movement Education for Children	3 units
EXSS 441	Sports Psychology	3 units
EXSS 442	Integrating Concepts as a Physical Educator	3 units
EXSS 451	Adapted Physical Activity, Recreation, and Sport	3 units

Minor in Teaching/Coaching

Required Courses

fifteen units

EXSS 215	Responding to Emergencies	2 units
EXSS 221	Movement Anatomy	3 units
EXSS 325	Motor Learning	3 units
EXSS 342	Leadership Dynamics	3 units
EXSS 431	Coaching Theory	3 units
EXSS 441	Sport Psychology	3 units

Elective Courses

Choose 3 units from the following courses:

EXSS 118	Skill Development in Gymnastics/Aquatics	1 unit
EXSS 127	Skill Development in Basketball/Volleyball	1 unit
EXSS 128	Skill Development in Soccer/Softball	1 unit
EXSS 129	Skill Development in Tennis/Badminton	1 unit

The EXSS Major with a Concentration in Athletic Training

This concentration was just developed to meet the accreditation standards of the Joint Review committee for Allied Health Professionals. Completion of this program will enable the student to sit for the NATA exam and to pursue graduate school in sports science. This program combines both academic and clinical courses into its unique curriculum. Five new practicum courses were developed to provide the student with hands-on experience under direct supervision of a certified athletic trainer. They are progressive in nature and include all of the clinical competencies necessary for the student to be successful in the field of athletic training.

Lower Division

seventeen units

EXSS 204	Human Anatomy	4 units
EXSS 214	Prevention and Treatment of Athletic Injuries	3 units
EXSS 215	Responding to Emergencies	3 units
EXSS 220	Training Room Practicum	1 unit
EXSS 221	Movement Anatomy	3 units
EXSS 240	Training Room Practicum II	1 unit
EXSS 258	Sociology of Sport and Human Movement	3 units

Upper Division

fifty-one units

EXSS 304	Human Physiology	4 units
EXSS 314	Athletic Injury Assessment	3 units
EXSS 323	Exercise Physiology	4 units
EXSS 324	Fitness Assessment	3 units
EXSS 328	Program Design in Conditioning	3 units
EXSS 335	Growth and Motor Development	3 units
EXSS 342	Leadership Dynamics	3 units
EXSS 380	Rehabilitation Techniques	3 units
EXSS 385	Therapeutic Modalities	2 units
EXSS 387	Contact Sports Practicum	2 units
EXSS 388	Team Assignment Practicum	2 units
EXSS 390	Clinical Rotation Practicum	2 units
EXSS 410	Health Education	3 units
EXSS 412	Nutrition	3 units
EXSS 421	Biomechanics	3 units
EXSS 422	Ethics in Health Care	3 units
EXSS 426	Senior Seminar in Athletic Training	3 units
EXSS 440	Research & Statistics in Exercise Science	3 units

Exercise and Sports Science Courses

EXSS 105 • Lifetime Fitness (2)

This class is a combination of lecture/lab discussing the components of fitness that are necessary for a healthy lifestyle. It is designed for non-exercise and sport science majors to fulfill the general education requirements for exercise and sport science.

EXSS 110 • Fundamentals of Dance (1)

This course is an activity course designed to expose the student to a variety of dance forms including ballroom dance, ballet, jazz, country, line, and folk dance.

EXSS 118 • Skill Development in Gymnastics/Swimming (1)

This course is designed for the EXSS major pursuing a teaching credential in physical education. This course focuses on skill development and skill assessment in gymnastics and swimming.

EXSS/THEA • 125 Theatrical Movement: Fundamentals (2 units)

The study of principles of stage movement and health fitness. The lab portion of the course will include exercises and routines designed to insure cardiovascular fitness, flexibility and meaningful aesthetic stage movement. Students will perform a choreographed role.

EXSS 127 • Skill Development in Basketball/Volleyball (1)

This course is designed for the EXSS major pursuing a teaching credential in physical education. This course focuses on skill development and skill assessment in basketball and volleyball.

EXSS 128 • Skill Development in Soccer/Softball (1)

This course is designed for the EXSS major pursuing a teaching credential in physical education. This course focuses on skill development and skill assessment in soccer and softball.

EXSS 129 • Skill Development in Tennis/Badminton (1)

This course is designed for the EXSS major pursuing a teaching credential in physical education. This course focuses on skill development and skill assessment in tennis and badminton.

EXSS 160-171 • Intercollegiate Athletics (1)

Baseball (Men's), Basketball (Men's), Basketball (Women's) Soccer (Men's), Soccer (Women's), Volleyball (Women's), Cheerleading, Softball (Women's), Cross-Country (Men's), Cross-Country (Women's), Tennis (Men's), Tennis (Women's), Track (Men's), and Track (Women's).

EXSS 182 • Foundations of Physical Education (3)

The scientific foundations supporting the teaching of physical education, including factors influencing a philosophy of physical education and curriculum development in physical education.

EXSS 185 • First Aid (2)

Theory and practice for prevention and care of accidents and sudden illness. The course meets the requirements for Red Cross First Aid Certificates. Lab fee.

EXSS/BIOL 204 • Human Anatomy (4)

Prerequisite: BIOL 100 or 131. The gross morphology and anatomy of the organ systems of the human body with an emphasis on functional anatomy. Lecture three hours, laboratory four hours. Lab fee.

EXSS 214 • Prevention and Treatment of Athletic Injuries (3)

Prerequisites: EXSS 204 and 213. A course providing instruction and experience in the prevention and care of injuries incurred in athletics. Methods of taping, therapy, health habits, and protective equipment are to be considered. Lab fee.

EXSS 215 • Responding to Emergencies (2)

An advanced First Aid class and an in-depth introduction to responding to a variety of emergency situations. It will provide the student with a complete understanding and knowledge of not only the skills and actions in an emergency situation, but also the physiology, reasoning, and knowledge behind the skills.

EXSS 220 • Training Room Practicum I (1)

Prerequisite: EXSS 214 and EXSS 215 or currently enrolled. A one-unit practicum course designed to assist the student in achieving competence in a variety of first aid skills, splinting skills, taping procedures, wound management skills, and methods of immobilizing and transporting injured athletes. Lab fee.

EXSS 221 • Movement Anatomy (3)

Prerequisite: EXSS 204. Analysis of mechanics of human movement, combining principles of physics with anatomical and physiological analysis in defining movement and using cinematographic studies of given activities.

EXSS 232 • Global Games and Recreation Activities (2)

This class will provide students with an exposure to games, sports, and recreational activities from cultures around the world. The student will also be exposed to a variety of teaching methodologies including peer instruction and demonstration, cooperative learning groups, and participation in activities.

EXSS 240 • Training Room Practicum II (1)

Prerequisite: EXSS 314 or currently enrolled. A one-unit practicum course designed to assist the student in achieving competence in the assessment of an injured athlete including the skills of taking a medical history, soft tissue palpation, observation, range of motion tests, muscle tests, and special tests.

EXSS 258 • Sociology of Sport and Human Movement (3)

This class will look at the historical and contemporary interpretations of the role of play, games, sports, dance, fitness, and recreation in a variety of cultures. This class will also address sociocultural issues such as gender and minorities in sport.

EXSS 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic in physical education. May be repeated for credit.

EXSS/BIOL 304 • Human Physiology (4)

Prerequisite: BIOL 100, 131, or 204. Principles of the physiology of the human organ system and the functions of these systems. Lecture three hours, laboratory four hours. Lab fee.

EXSS 314 • Athletic Injury Assessment (3)

Prerequisite: EXSS 214. The study of advanced athletic training procedures, specifically dealing with injury evaluation and rehabilitation procedures. Also provides an in-depth knowledge of physiological rationale for use of superficial and penetrating therapeutic modalities and utilization of established criteria for recovery from sports injuries.

EXSS 322 • Measurement in Physical Education and Recreation (3)

Incorporates methods of lecture, laboratory, and field experiences in the evaluation and application of tests in physical education and recreation, including the use and interpretation of elementary statistical methods.

EXSS 323 • Physiology of Exercise (4)

Prerequisite: EXSS 304. A study of the effects of exercise upon the systems and organs of the body. Analysis of these systems and how maximum efficiency in physical performance is achieved. Lecture three hours, laboratory three hours.

EXSS 324 • Fitness Assessment (3)

Prerequisite: EXSS 323. This is a hands-on course utilizing various field methods to evaluate cardiorespiratory fitness, muscular strength, muscular endurance, flexibility, and body composition. The goal of the course is to have the students achieve competency in all of the above methods.

EXSS 325 • Motor Learning and Human Performance (3)

Prerequisite: BIOL 100. Principles of motor learning in the acquisition of movement skills.

EXSS 328 • Program Design in Conditioning (3)

The student will build on his/her knowledge of fitness assessment and movement anatomy to develop and design specific fitness and conditioning programs to meet the individual's needs in any of the fitness components.

EXSS/THEA 330 • Stage Combat (2 units)

This course introduces basic stage techniques with unarmed combat including falls, rolls, chokes, punches and kicks advancing to sword combat (cuts, parries and footwork) using scenes from classical and contemporary works to apply these techniques with special attention to safety. Lab fee.

EXSS 335 • Growth and Motor Development (3)

This course is designed to acquaint the student with the physiological growth and the motor, social, and cognitive development of an individual over a lifetime. This course will also teach the students regarding developmentally appropriate activities for a lifetime of fitness.

EXSS 342 • Leadership Dynamics in Exercise Science (3)

Each student will be able to identify and apply a philosophical manner and effective leadership skills in the areas of human resources, time management, motivation, problem solving techniques, conflict resolution, and organizational issues such as fiscal management, staffing, affirmative action, legal liability, gender equity, Title IX, professional growth and development, and stress and burnout.

EXSS 352 • Analysis of Team Sports (2)

Prerequisites: EXSS 182; EXSS 221. This class will enable the student to study and analyze team-oriented sports including basketball, volleyball, soccer, football, softball, and baseball. The student will acquire a working knowledge of the fundamental movement skills necessary to teach each sport as well as to develop systematic, progressive lesson plans.

EXSS 354 • Analysis of Individual Sports (2)

Prerequisites: EXSS 182; 221. The student will analyze a variety of individual (golf, swimming, and track and field) and dual (badminton, tennis) sports for the purpose of learning how to instruct and analyze the performance of students to improve skill acquisition. The student will also learn how to develop and implement a lesson plan through peer instruction, cooperative learning, and participation.

EXSS 380 • Rehabilitation Techniques (3)

Prerequisite: EXSS 214. Provides the student with a comprehensive guide to the design, implementation, and supervision of rehabilitation programs for sport-related injuries.

EXSS 385 • Therapeutic Modalities (2)

Prerequisite: EXSS 380. A two-unit upper division course providing the student with information in the physics of modalities. The course will also instruct the student in the purpose, set-up, use, and contraindications of therapeutic modalities.

EXSS 387 • Contact Sports Practicum (2)

Prerequisites: EXSS 214, EXSS 314. A two-unit practicum course designed to allow the student exposure to working football and other contact sports. The student will be assigned to a local high school to assist the head athletic trainer in the preparation of the teams.

EXSS 388 • Team Assignment Practicum (2)

Prerequisite: EXSS 314, EXSS 380, and EXSS 385. A two-unit practicum course in which the student is assigned to an intercollegiate team as the head student athletic trainer for the team. The student is responsible for working all home events, and for traveling with the teams as possible.

EXSS 390 • Clinical Rotation Practicum (2)

Prerequisite: EXSS 380 and EXSS 385 or currently enrolled. A two-unit practicum course designed to allow the student to observe and practice their rehabilitation skills in two physical therapy clinics.

EXSS 395 • ECG and Exercise Testing (3)

Prerequisite: EXSS 323. The course is designed to teach the students how to read and interpret an electrocardiogram as well as conduct and evaluate graded exercise tests. This course has great practical application for students who seek to pursue careers that involve exercise stress tests, especially cardiac rehabilitation.

EXSS 410 • Health Education (3)

The course will cover personal and community health problems, including discussions of hygiene, nutrition, and exercise as they relate to total fitness. The responsibilities of the teacher concerning current health problems, particularly family health, and the effects of narcotics and alcohol on the human body will be emphasized. (Meets the state's requirement for a Professional Clear Credential.)

EXSS 412 • Nutrition and Athletic Performance (3)

Prerequisite: EXSS 323. An understanding of basic nutritional principles with regard to sports performance, specifically the roles of carbohydrates, fats, proteins, vitamins, minerals, and water during physical activity.

EXSS 421 • Biomechanics (3)

Prerequisite: EXSS 221. Provide students with an understanding of biomechanical principles of movement and their application to sports and human movement based upon various scientific methods of investigation.

EXSS 422 • Ethics in Health Care (3)

This course will introduce the student to the principles of medical ethics for the purpose of preparing the student for the difficult and controversial issues they will have to face in the allied health field. This class will enable the student to understand, consider, and place in the context the critical social, ethical, legal, and regulatory issues in the health care system.

EXSS 426 • Senior Seminar in Athletic Training (3)

A capstone class to prepare and assist the student for taking the National Athletic Trainer's Certification Exam. As well as taking sample tests, the student will plan a study strategy involving the NATA competencies.

EXSS 431 • Coaching Theory (3)

Analysis of the art of coaching, studying: motivation, communication, discipline, morale, and personality traits of individuals, and organizational and administrative procedures involved in scheduling, equipment purchasing and maintenance, and public relations.

EXSS 432 • Physical Education for Elementary Schools (3)

Principles and procedures focusing on the development of physical skills and fitness of the elementary student. Physical skills and cardiovascular fitness are addressed through participation in competitive and noncompetitive activities including rhythmic skills and games for the elementary student.

EXSS 433 • Physical Education for Secondary Schools (3)

Provides the student with instruction and experience in teaching physical education to the secondary student. Through observation, research, and class lecture/discussion, the students will be equipped to develop and teach physical education curriculum. This course introduces principles that focus on the development of physical, social, emotional, and mental skills for the secondary student.

EXSS 434 • Movement in Education for Children (3)

Prerequisites: EXSS 325; EXSS 335. This course is designed to teach the student how to incorporate the components of movement, dance, fundamental movement patterns, fitness activities, and social skills into an educational movement program for children.

EXSS 440 • Research and Statistics in Exercise Science (3)

Prerequisite: EXSS 323. The students are introduced to research design and methods as well as basic statistical procedures for analyzing data. The concepts learned in class are integrated into a data-based exercise science/sports medicine research project.

EXSS 441 • Sport Psychology (3)

Introduces students to psychological theories and techniques that can be used to enhance the performance and personal growth of athletes at all levels.

EXSS 442 • Integrating Concepts in Physical Education (3)

This class is designed for senior students seeking a teaching credential in physical education to integrate learning from a variety of disciplines in their concentration and apply the knowledge to the assessment of a case study. The student will also be encouraged to develop as a professional through meeting specific criteria designed to encourage the student to participate in professional organizations, conferences, and seminars.

EXSS 450 • Physical Education Internship (1-6)

Prerequisites: Sixteen upper-division units, including one "methods" class, and permission of instructors. Maximum of six units. Practical experience under the supervision of the institution

and public and private agencies; applying knowledge, principles, and skills acquired in courses of study.

EXSS 451 • Adapted Physical Activity, Recreation, and Sport (3)

Principles and procedures in selecting and sequencing learning activities of school age children with disabilities that require special physical programs or adapted activities in the regular program.

EXSS 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study in a special topic in the field of exercise and sports science. May be repeated for credit.

EXSS 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

DEPARTMENT OF MATHEMATICS & COMPUTER SCIENCE

Roy Young, M.S., Chair

MISSION: *Students in the Department of Mathematics receive mathematical training in a Christian environment needed to prepare them for careers in elementary or secondary education; to provide them the background in mathematics necessary for other areas of study such as chemistry, biology, business, or the social sciences; and to prepare them for graduate studies in mathematics. The department emphasizes applied mathematics. The basic theories and principles of mathematics are treated as well as their applications.*

Mathematics Major Requirements

Mathematics Core		thirty-three units
MATH 180	Calculus I	4 units
MATH 181	Calculus II	4 units
MATH 280	Calculus III	3 units
MATH 207	Programming in "Visual Basic"	
or MATH 208	Programming in "C++" language	3 units
MATH 285	Introduction to Advanced Mathematics	3 units
MATH 300	Linear Algebra	3 units
MATH 310	Differential Equations	3 units
MATH 365	Advanced Probability and Statistics	3 units
MATH 380	Elementary Analysis	3 units
MATH 390	Numerical Analysis	3 units
MATH 490	Seminar in Mathematics	1 unit

Mathematics Electives

Mathematics Electives		fifteen units
MATH 311	Advanced Differential Equations	3 units
MATH 330	Number Theory	3 units
MATH 370	History of Mathematics	3 units
MATH 381	Elementary Analysis II	3 units
MATH 410	Abstract Algebra	3 units

MATH 420	Higher Geometry	3 units
MATH 470	Special Topics	3 units
***MATH 480	Teaching Assistantship ***	

Non-Mathematics Requirements		fourteen units
PSCI 220	General Physics I	4 units
PSCI 221	General Physics II	4 units
PHIL 210	Critical Thinking	3 units
MATH 210	Technical Writing	3 units

Mathematics Courses

MATH 103 • Basic Concepts of Arithmetic and Intuitive Geometry (3)

Course does not fulfill general education requirements. Prerequisite: Two years of high school algebra or MATH 116. Sets, number systems, ratios and percents, basic algorithms, and elementary number theory. Basic geometric figures, area and volume, and coordinate geometry.

MATH 104 • Mathematics for Liberal Arts Students (3)

Prerequisite: Two years of high school math or consent of instructor. A nontechnical course for general education emphasizing the ideas and concepts of mathematics. Algebra, number theory, set theory, geometry, statistics, probability, and analysis of the ideas and methods involved.

MATH 116 • College Algebra (3)

Prerequisite: Two years of high school algebra or consent of the instructor. Sets and real numbers, linear equations and inequalities, polynomials, functions, graphing linear and polynomial functions, exponential and logarithmic functions, systems of equations, matrices and determinants, sequences and series.

MATH 117 • College Trigonometry (3)

Prerequisite: Two years of high school algebra. Complex numbers, trigonometric functions and applications.

MATH 120 • Mathematics for Elementary Teachers (3)

Prerequisite: MATH 116 or consent of instructor. Introductory set theory, problem solving, basic algorithms, elementary number theory, geometry and coordinate geometry. Emphasis will be on the structural and logical foundations of mathematics.

MATH 180, 181 • Calculus I, II (4-4)

Prerequisite: MATH 117 or equivalent. Limits, continuity, differential and integral calculus of the elementary functions, infinite series, Taylor series, and applications.

MATH/CAPL 207 • Programming in Visual Basic (3)

Prerequisite: Sophomore standing. Open to all majors, this course offers the basic concepts of programming, problem solving, programming logic, as well as the design techniques of an event-driven language. Special fee for computer lab use.

MATH/CAPL 208 • Programming in "C++" language (3)

Prerequisite: Sophomore standing. This course is designed for mathematics and mathematics education majors. It offers an introduction to computer programming in a language that is the most current procedural language, emphasizing problem solving, flow charting and debugging. Special fee for computer lab use.

MATH/ENGL 210 • Technical Writing (3)

Prerequisite: ENGL 102 or 104. Expository writing on technical subjects dealt with in industry, science, and education. Long and short forms including reports, proposals, journal articles, and research papers.

MATH/SOCS 265 • Introduction to Statistical Methods (3)

A course in basic statistical concepts and methods of collecting, summarizing, presenting, and interpreting data in the behavioral sciences, including descriptive statistics (use of graphs and charts), normal distribution curve, measures of central tendency, deviation and dispersion, hypothesis testing, statistical fallacies, correlation, and topics in probability.

MATH 280 • Calculus III (3)

Prerequisite: MATH 181 or equivalent. Derivatives and space, partial derivatives, multiple integrals, surface integrals, line integrals, and introduction to ordinary differential equations.

MATH 285 • Introduction to Advanced Mathematics (3)

Prerequisite: MATH 116 or consent of instructor. A course for both mathematics and mathematics education majors. Covers the fundamentals of axiomatic proof theory including laws of inference, set theory, induction, cardinality, relations and functions.

MATH 300 • Linear Algebra (3)

Prerequisite: MATH 285. Systems of linear equations, vector spaces, linear mappings, matrices and matrix algebra, eigenvectors and eigenvalues, Cayley-Hamilton theorem, quadratic forms, and applications.

MATH 310 • Differential Equations (3)

Prerequisite: MATH 280 and 300 or consent of instructor. Methods of solution of ordinary differential equations and applications.

MATH 311 • Advanced Differential Equations (3)

Prerequisite: MATH 310. Topics in both ordinary and partial differential equations. Existence-uniqueness theorems, Laplace and Poisson equations, difference equations, nonlinear differential equations, first and second order equations, characteristics, Cauchy problems, introduction to boundary and initial value problems and their applications.

MATH 330 • Number Theory (3)

Prerequisite: MATH 285 or consent of the instructor. Divisibility properties of integers, prime numbers, the Euclidean algorithm, the unique factorization theorem, congruences, Fermat's theorem, Wilson's theorem, Diophantine equations, number-theoretic functions, and the quadratic reciprocity theorem.

MATH/SOCS 364 • Intermediate Statistical Method (3)

Prerequisite: MATH 265 or consent of the instructor. This course is designed to provide a review of fundamental descriptive and inferential procedures as well as a survey of more advanced procedures (including multiple regression, factorial analysis of variance, and a variety of non-parametric tests).

MATH 365 • Probability and Statistics (3)

Prerequisite: MATH 280. Frequency interpretation of probability, axioms of probability theory, discrete probability and combinatorics, random variables, distribution and density functions, sampling theory and limit theorems.

MATH 370 • History of Mathematics (3)

Prerequisite: MATH 181 or consent of the instructor. An introduction to the history of mathematics from ancient times to the twentieth century, with applications to elementary mathematics through calculus.

MATH 380 • Elementary Analysis I (3)

Prerequisite: MATH 285 and MATH 280 or consent of the instructor. Rigorous analysis of the calculus and its foundations. Continuous and differentiable functions, and topological properties of the real number line.

MATH 381 • Elementary Analysis II (3)

Prerequisite: MATH 380. Riemann integration, sequences of functions, metric spaces, introduction to calculus of several variables. Emphasis is placed on writing mathematical proofs.

MATH 390 • Numerical Analysis (3)

Prerequisite: MATH 280 or equivalent. Numerical solution of algebraic equations. Approximate numerical solutions of systems of linear and nonlinear equations, interpolation theory, numerical differentiation and integration, and numerical solution of ordinary differential equations.

MATH 410 • Abstract Algebra (3)

Prerequisites: MATH 300 and 330 or consent of the instructor. An introduction to modern ideas of algebra, set theory, groups, rings, and fields.

MATH 420 • Higher Geometry (3)

Prerequisite: MATH 285. Euclidean geometry from an advanced standpoint, and topics in non-Euclidean geometry.

MATH 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study in a special topic in mathematics. May be repeated for credit.

MATH 490 • Seminar in Mathematics (1)

Prerequisite: Consent of the instructor. Discussions of investigations in mathematics presented by students, staff, and/or guests. Sessions meet one hour per week. May be repeated for a maximum of four units.

Computer Applications Courses

Personal computers and software are available for use in the Computer Lab in Smith Hall for a user fee each semester. All students are encouraged to make use of these resources. The College also recommends that before graduation every student take one or more of the courses offering hands-on computer experience.

CAPL/MATH 207 • Programming in Visual Basic (3)

Prerequisite: Sophomore standing. Open to all majors, this course offers the basic concepts of programming, problem solving, programming logic, as well as the design techniques of an event-driven language. Special fee for computer lab use.

CAPL/MATH 208 • Programming in "C++" language (3)

Prerequisite: Sophomore standing. This course is designed for mathematics and mathematics education majors. It offers an introduction to computer programming in a language that is the most current procedural language, emphasizing problem solving, flow charting and debugging. Special fee for computer lab use.

CAPL/COMM 240 • Computers in Communication (3)

An introduction to the use of personal computers in the field of communication. Topics include computer hardware, operating systems, word processing, spreadsheets, databases, graphics, audio production, video production, presentations, modems, networking, and the Internet.

CAPL 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic in computer applications. May be repeated for credit.

CAPL/BUSN 320 • Computer Applications in Business (3)

The theory and practice of the major uses of computers in business. Emphasizes hands-on experience with word processing, the electronic spreadsheet, database management, and presentation graphics.

CAPL/BUSN 322 • Advanced Business Computing (3)

Prerequisite: CAPL 320. Further exploration of business computing and its software tools. Emphasizes hands-on experience with various applications, including telecommunications, desktop utilities, special purpose applications, and advanced word processing and spreadsheet uses. Also covers operating system functions.

CAPL/BUSN 365 • Computer-Based Information Systems (3)

Prerequisite: CAPL 320. The computer as a management tool in business operations. Information systems theory is accompanied by hands-on experience with software used in decision support, project management, financial modeling and forecasting, and expert systems.

CAPL/EDUC 465 • The Use of Computers in Education (2)

A study of the nature and use of computers in the educational process. An emphasis is placed on Computer Assisted Instruction (CAI) and the selection of software with a hands-on approach to the use of Logo, word processing, spreadsheets, and other programs that are of assistance to educators or are currently used with students in K-12 classrooms. This course fulfills the Professional Clear Credential computer requirement.

Division of Religion

Donald Baldwin, Ph.D., Chair

MISSION: *The Division of Religion exists to provide each student with a theological foundation for a lifetime of Christian commitment, reflection and service. The contribution of religion to liberal arts in a Christian college is to help all students learn how to be responsible interpreters of Scripture and of the Christian faith within their various disciplines. As responsible interpreters of Scripture and of the Christian faith, our majors will be competent and gifted in the following areas: hermeneutics, historical theology, philosophical and ethical reflection, the nature and mission of the church, spirituality, and the leader's engagement with the issues of modern life and ministry.*

Increasingly, world economies, ideologies, technologies, and social milieu are in collision with one another and with basic Christian values. In such an environment, those who are to serve God and society need wisdom which combines strength with flexibility, insight with knowledge, and skill with passion. The study of religion contributes to this learning by engaging the liberal arts from a theological perspective.

The study of religion encompasses many different dimensions and specializations in theology and practice, but as different as these are, they all involve a set of core competencies related to our mission at Vanguard University of Southern California. For this reason all religion majors build their studies upon a common foundation, which we call the core curriculum.

Core Curriculum for the Religion Major

Theological engagement involves complexity, challenge, and a sense of wonder. At the center of the core religion curriculum is theological reflection that invites the academic community - students and faculty - to think faithfully about the issues of life in a context of Christian commitment. Core areas of study include the following: biblical competence; philosophy, theology and Christian ethics; the nature and mission of the church; leadership; and spirituality.

Definition of Terms

By *theological engagement* we mean the systematic exploration of issues in human experience in light of the truth revealed in Scripture; we affirm as a matter of course that systematic inquiry calls the interpreter to prayer, discernment, and responsible action in the life of the church.

By *research* we mean the capacity to formulate clear and appropriate questions, to examine critically both the primary evidence and the secondary literature by which the evidence is evaluated, and to report findings and conclusions in terms which are acceptable in the academy and the church.

By *biblical competence* we mean the intimate knowledge of the Christian Scriptures, including both their content and the issues and skills related to their proper interpretation.

By *Christian ethics* we mean the systematic reflection on issues pertaining to the moral life, including the grounds of moral reasoning, virtues, consequences, and motives.

By the *nature and mission of the church* we mean the vocation by which the people of God are corporately called to be visible evidence of God's intention to draw the world into relationship with himself.

By *Christian leadership* we mean the awareness of the ways in which one's calling, giftedness, and skills are integrated into a developing capacity to serve, communicate, and care for others.

By *spirituality* we mean the range and depth of one's experiences of the human condition, and the processes by which persons and communities are redeemed and transformed in the service of God and humanity.

Core Courses for the Religion Major

BINT 270	3 units
ICST 272, 285	4 units
NT 462	3 units
OT 472	3 units
PLST 310, 312, 314, 372, 420	12 units

Note: The configuration of this core curriculum is built upon the general education courses in religion (See General Education Curriculum section of this catalog).

DEPARTMENT OF BIBLICAL STUDIES

William C. Williams, Ph.D., Chair

DEPARTMENT OF CHURCH MINISTRIES

Donald Baldwin, Ph.D., Chair

The curriculum for the religion major and concentrations is administered through two academic departments, Biblical Studies and Church Ministries. The Biblical Studies Department, chaired by Professor William C. Williams, provides administrative oversight for the general education curriculum in religion, the biblical studies concentration, and the biblical studies curriculum for all other concentrations of the religion major. The Church Ministries Department, chaired by Professor Don Baldwin, provides administrative oversight for curriculum in the following concentrations: Christian formation and discipleship studies, intercultural and urban studies, pastoral leadership studies, and youth leadership studies. An additional option for religion majors is not to select a particular concentration, thereby choosing any upper-division religion electives for the major. In addition to religion courses, students may select electives or even a minor in another area of study to supplement the religion major. In a liberal arts college, there are a number of subject areas – Including business, communication, the fine arts, liberal studies, literature and modern languages, mathematics, natural sciences, and social sciences – that will benefit religion students depending upon their aspirations and goals.

Concentrations of the Religion Major

Religion Major with a Concentration in Biblical Studies

Biblical studies support the mission of the Division of Religion with a thorough survey of biblical literature integrated with biblical history and culture. Upper-division courses in specific books, or groupings of books, permit the student to sample meaningfully representative types of biblical literature; other courses emphasize various methods in exegetical study, the principles of sound interpretation, the distinctive theological emphasis of the various sectors of biblical thought, and the utilization of archaeological and literary backgrounds. In addition, students study selected issues and methods pertaining to theology, philosophy, ethics, and church history.

Choose one set:

Either BLAN 102, BLAN 201, 202 or BLAN 100, BLAN 204, 205	2 units 2-8 units
Upper-division OT/NT/BINT electives	6 units
CHIS elective	3 units
Upper-division NT elective	3 units
Upper-division OT elective	3 units
Upper-division PHIL/THEO elective	6 units

SOCS/MATH 265 is recommended for either MATH or MATH/SCI requirements in general education. PLST 406 is recommended as an elective.

Religion Major with a Concentration in Christian Formation and Discipleship Studies

Christian formation and discipleship studies support the mission of the Division of Religion with the study of church mission in relation to the formation and discipleship of children, youth, and adults in local churches and parachurch ministries. In addition to selected studies in biblical literature, theology, ethics, and church history, students engage in disciplined theological reflection on ministry skills and field experiences to bridge theory and practice in anticipated areas of vocational, church staff, and volunteer ministries.

CFST 101	2 units
CFST 102	2 units
CFST 322, 324, 326 (any two)	4 units
CFST 430	3 units
CFST 461	3 units
Upper-division OT/NT/BINT electives	3 units
CHIS elective	3 units
Upper-division NT elective	3 units
Upper-division OT elective	3 units
Upper-division PHIL/THEO electives	6 units

SOCS/MATH 265 is recommended for either MATH or MATH/SCI requirements in general education. One course in a biblical language and PLST 406 are recommended as electives.

Religion Major with a Concentration in Intercultural and Urban Studies

Intercultural and urban studies support the mission of the Division of Religion with the study of

church mission in relation to intercultural and urban ministry opportunities. In addition to selected studies in biblical literature, theology, ethics, and church history, students engage in disciplined theological reflection on ministry skills and field experiences, especially in global, ethnic, and urban ministries.

ICST 102	2 units
ICST 315 or 373	3 units
ICST 425, 434, or 485	3 units
ICST 312, 320, 464, or elective	3 units
ICST 461 Integrative Field Studies	3 units
Upper-division OT/NT/BINT electives	3 units
CHIS elective	3 units
Upper-division NT elective	3 units
Upper-division OT elective	3 units
Upper-division PHIL/THEO electives	6 units

ANTH/INTB 102 is required as social science elective in general education; SOCS/MATH 265 is recommended for either MATH or MATH/SCI requirements in general education.. One course in a biblical language and PLST 406 are recommended as electives.

Religion Major with a Concentration in Pastoral Leadership Studies

Pastoral leadership studies support the mission of the Division of Religion with the study of church mission in relation to the formation of pastoral leaders. In addition to selected studies in biblical literature, theology, ethics, and church history, students engage in disciplined theological reflection on pastoral ministry skills and field experiences to bridge theory and practice in anticipated areas of vocational and volunteer ministry.

PLST 102	2 units
PLST 425	3 units
PLST 430	3 units
PLST 440	3 units
PLST 461	3 units
Upper-division OT/NT/BINT elective	3 units
CHIS elective	3 units
Upper-division NT elective	3 units
Upper-division OT elective	3 units
Upper-division PHIL/THEO electives	6 units

SOCS/MATH 265 is recommended for either MATH or MATH/SCI requirements in general education. One course in a biblical language and PLST 406 are recommended as electives.

Religion Major with a Concentration in Youth Leadership Studies

Youth leadership studies support the mission of the Division of Religion with the study of church mission in relation to the formation of youth leaders. In addition to selected studies in biblical literature, theology, ethics and church history, students engage in disciplined theological reflection on youth ministry skills and field experiences to bridge theory and practice in anticipated areas of vocational, church staff, and volunteer ministries.

To equip future youth leaders more effectively, a variety of courses and workshops are available through the Strategic Youth Alliance, a joint partnership of Vanguard University of Southern California, the Southern California District Assemblies of God Youth Ministries, and the National Institute of Youth Ministries.

YLST 102	2 units
YLST 324	2 units
YLST 432 or elective	2 units
YLST 422	2 units
YLST 430	3 units
YLST 461	3 units
Upper division BINT/NT/OT elective	3 units
CHIS elective	3 units
Upper-division NT elective	3 units
Upper-division OT elective	3 units
Upper-division PHIL/THEO electives	6 units

SOCS/MATH 265 is recommended for either MATH or MATH/SCI requirements in general education. One course in a biblical language and PLST 406 are recommended as electives.

Religion Major with No Concentration

For those students who prefer a general approach to the study of religion, the following electives in subject areas are required.

Any upper-division religion electives	14 units
Upper-division OT/NT/BINT elective	3 units
CHIS elective	3 units
Upper-division NT elective	3 units
Upper-division OT elective	3 units
Upper-division PHIL/THEO electives	6 units

SOCS/MATH 265 is recommended as math course in general education. PLST 406 is recommended as an elective.

Biblical Interpretation Courses

BINT 200 • Introduction to Archeology (3)

Techniques of archeology and interpretation are surveyed. Material cultures and environments of humans in both the Old and New Worlds are reviewed, including Neolithic, Bronze, and Iron ages. Special focus on Fertile Crescent and Levantine groups. See ANTH 210.

BINT 270 • Research Methods for the Study of Scripture (3)

Prerequisite: NT 101, OT 201. An introductory examination of biblical exposition for ministry which includes an understanding of the theological foundations for preaching, an acquaintance with the basic secondary materials used in biblical interpretation, and an overview of the procedures of biblical exegesis.

BINT 291, 292, 293 • Special Topics (1, 2, 3)

Prerequisite: Consent of the instructor. Study of a special topic in Biblical Interpretation. May be repeated for credit.

BINT/CFST 355 • Methods of Instruction in the Bible (3)

Prerequisites: NT 101, OT 201, and one additional upper-division course in biblical studies. A course designed to acquaint the student with the basic approaches to Bible study, giving prominence to the function of the teacher in the church and to effective methods of teaching.

BINT 440 • New Testament Backgrounds (3)

Prerequisite: NT 101. A study of the Greek, Roman, and Jewish backgrounds of the New Testament is made in order to give the New Testament student an understanding of the world of Jesus and the early church. Extensive readings in representative texts from the New Testament period, including the Dead Sea Scrolls.

BINT/ANTH 461 • Old Testament Archeology (3)

Prerequisite: OT 201. An examination of archeological methodology and evidence concerned with the recovery and interpretation of the physical remains of the biblical period as a vital supplement to the interpretation of the biblical text.

BINT/ANTH 462 • New Testament Archeology (3)

Prerequisite: NT 101. An examination of archeological methodology and evidence pertaining to the land of Israel during the time of Christ, and the lands of the Mediterranean world during the time of the early church.

BINT/ANTH 464 • Archeological Field Experience (3)

Prerequisites: OT 201, and BINT 461 or 462. Participation in an archeological excavation and a tour of the important sites of the Bible lands. Repeatable to a total of twelve units in BINT or ANTH.

BINT 476 • Old Testament Backgrounds (3)

Prerequisites: OT 201, NT 101, and one additional upper-division course in Old Testament. An exploration of Egyptian, Babylonian, Assyrian, and Persian backgrounds to the Old Testament, designed to provide the student with an understanding of the Old Testament world.

BINT 479 • Biblical Hermeneutics (3)

Prerequisites: NT 101, OT 201, and one upper-division Bible course. A study of the science and art of the interpretation of the Scriptures so that the student will gain a basic knowledge of the exegetical process. Historical schools of interpretation are also studied in order to gain acquaintance with the hermeneutical principles used by such schools.

BINT 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

Biblical Languages Courses

BLAN 100 • Introduction to Greek (2)

Prerequisite: NT 101, OT 201. An introduction to the Greek language which prepares students to do basic lexical and grammatical research.

BLAN 102 • Introduction to Hebrew (2)

Prerequisite: NT 101, OT 201. An introduction to the Hebrew language which prepares students to do basic lexical and grammatical research.

BLAN 201, 202 • Beginning Greek I, II (4-4)

A two-semester course of instruction in the grammar of the Greek New Testament. By the end of the second semester the student should be translating portions of the Greek New Testament.

BLAN 204, 205 • Beginning Hebrew I, II (4-4)

Foundation in the basics of Hebrew morphology, vocabulary, and syntax. Exercises in reading, writing, and speaking. Three hours of lecture, two of laboratory per week. Offered alternate years.

BLAN/NT 301, 302 • Intermediate Greek I, II (3-3)

An advanced course in New Testament Greek. The student begins a translation and exegesis of the Gospel of John along with an intensive, systematic review of grammar and syntax from an advanced Greek grammar.

BLAN/OT 306, 307 • Intermediate Hebrew I, II (3-3)

Review and consolidation of grammar and syntax. Extensive reading in the narrative portions of the Old Testament for style and vocabulary. Offered alternate years.

BLAN/NT 401, 402 • Advanced Greek I, II (2-2)

Reading and exegesis of Greek New Testament passages, selected to acquaint the student with the distinctive styles of the various authors of the New Testament. Some reading in the Apostolic Fathers and the Septuagint is also included.

BLAN/OT 406, 407 • Advanced Hebrew I, II (2-2)

Syntactical and exegetical analysis of selected portions from the Hebrew Old Testament. Offered on demand.

BLAN/OT 446-447 • Semitic Languages I, II (3-3)

Prerequisites: Approval of instructor and one year of biblical Hebrew or its equivalent. Any of the following Semitic languages may be offered on demand: Akkadian, Arabic, Aramaic, Syriac, Ugaritic. More than one language may be offered for credit. May be taken for elective credit only.

BLAN 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

Christian Formation and Discipleship Studies Courses

CFST 101 • Introduction to Christian Formation and Discipleship (2)

Prerequisite: NT 101, OT 201. An examination of the theology, philosophy and practice of spiritual formation and discipleship. Special attention will be given to the nature, processes, and goals of Christian formation ministries in the local church.

CFST/ICST/PLST/YLST 102 • Introduction to Intercultural Studies (2)

Prerequisite: NT 101, OT 201. An introduction to the basic elements of intercultural communication and service. Course content will compare and contrast the cognitive processes, linguistic forms, and behavioral patterns within diverse cultural contexts. The student will integrate theory with practice in order to communicate effectively a holistic gospel.

PLST/COMM/THEA 290 Introduction to Interpersonal Communication (3)

The primary elements of the communication process as it occurs between two persons in everyday settings. Among the topics considered are language and meaning, nonverbal communication, person perception, and self-concept.

CFST 291, 292, 293 • Special Topic (1, 2, 3)

Study in a special topic in philosophy. May be repeated for credit.

CFST/ICST/YLST 305 • Evangelism (3)

A study of the nature, scope, and imperatives of evangelism in the church. Scriptural mandates and models for evangelism are examined, and personal skills in evangelism are developed.

CFST/YLST/PSYC 320 • Developmental Psychology (3)

Prerequisite: PSYC 103. Explores human development through the biological, behavioral, cognitive, sociocultural, and spiritual perspectives in a lifespan approach (from conception through death). The course is recommended early in the major.

CFST 322 • Christian Formation of Children (2)

Prerequisite: CFST 101. A study of the developmental needs, skills, and abilities of children as they pertain to spiritual formation. Consideration will also be given to moral and value formation, socialization, and self-esteem development.

CFST/YLST 324 • Introduction to Youth Ministry (2)

A development of a theology and philosophy of youth ministry with attention given to the developmental needs of adolescents as well as the character and cultivation of the youth minister.

CFST 326 • Adult Formation and Discipleship (2)

Prerequisite: CFST 101. A study of the educational, discipleship, and developmental needs of adults pertinent to an effective formation ministry in the local church.

CFST/YLST 345 • Camp Leadership (3)

The study of the organization and direction of various camping and recreational situations. Leadership principles are integrated into a working model of recreation and camping for both Christian and secular fields of employment.

CFST/YLST 350 • Christian Family Development (3)

Prerequisite: CFST 101 or permission of instructor. A study of the Christian family, including marriage, child training, and discipline; the relationship between the home and the church in Christian education; and the development of a family-oriented church ministry.

CFST/BINT 355 • Methods of Instruction in Bible (3)

Prerequisites: NT 101, OT 201, and one additional upper-division course in biblical studies. A course designed to acquaint the student with the basic approaches to Bible study, giving prominence to the function of the teacher in the church and to effective methods of teaching.

CFST/PSYC 359 • Educational Psychology (3)

Prerequisite: PSYC 103. A study of the application of psychological theories and principles to education and teaching. Topics include learning, motivation, individual differences, classroom evaluation, and classroom control.

CFST 364 • Psychology of Religion (3)

Prerequisite: PSYC 103. Application of psychological theory to the study of those patterns of behavior and mental experience considered religious in nature. Topics such as conversion, development of faith, mental health, the nature of the soul, and parapsychology are included.

CFST/PLST/YLST 426 • Small Group Ministry (3)

A study of group dynamics within the context of local congregational mission and ministry. Issues in design and implementation of small group programming also are explored.

CFST/PLST/YLST 430 • Management in Christian Organizations (3)

Prerequisite: PLST 310. Exploring effective management from a systems perspective that examines the internal processes of a learning organization as well as its relationship with the environment. Selected topics will also include recruitment and training of volunteers, conflict management, team building, planning and financial management, and legal issues.

CFST/EDUC 441 • Philosophy and Organization of Christian Schools (1)

A study of the philosophy of Christian education with an emphasis on a comparison to that used in public, pluralistic education. Also an introduction to the goals, founding, function, and organizational structure of pre-, elementary, and secondary schools. (Meets ACSI credential requirement.)

CFST/PLST 445 • Lay Ministry Development (3)

A study of the untapped potential resident in the laity of the church with emphasis on developing strategies for lay renewal and equipping for active participation in the mission of the church. The effect of the clergy-laity dichotomy will be explored.

CFST/ICST/PLST/YLST 461 • Integrative Field Studies (3)

Prerequisite: PLST 310, 312, 314. A course designed to integrate theory with guided field experience in the student's chosen field. The intent is to reflect theologically in a ministry setting with special attention given to examining one's spiritual gifts, calling, identity, and preparation.

CFST 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study in a special topic in the field of Christian formation and discipleship. May be repeated for credit.

CFST 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and divisional chair. May be repeated for credit.

CFST 493 • Senior Colloquium (3)

Prerequisite: CFST 101 or consent of the instructor. Mutual investigation of selected topics in Christian formation and discipleship of particular relevance to upper-division religion majors.

Church History Courses

CHIS/HIST 305 • Church History (3)

The development of the Christian church throughout its history as reflected in its life, thought, institutions, leaders, and literature.

CHIS/ICST 310 • History of the Expansion of Christianity (3)

A survey of the missionary activities of the church from biblical times to the present, especially emphasizing the development of modern missions.

CHIS/HIST 340 • Late Roman and Byzantine Empires (3)

Prerequisite: HIST 101 or consent of the instructor. Beginning in the late third century, this course covers the major people, places, events, and movements of the Roman Empire until its destruction by the Ottoman Turks in 1453. Emphasizes the life and beliefs of the Orthodox Church and its relationship to Western Christianity.

CHIS/HIST 420 • History of Pentecostalism (3)

Antecedents, Wesleyan and nineteenth-century holiness backgrounds; origin, development, and varieties of traditional Pentecostalism; some attention to the neo-Pentecostal or charismatic movement. Course may include field trips to significant southern California sites.

CHIS/HIST 451 • Renaissance and Reformation (3)

The transition from medieval to modern civilization, emphasizing those forces and persons which brought about change in Europe's intellectual and religious outlook.

CHIS/HIST 452 • History of Christianity in America (3)

The development of the various denominations and sects of the Protestant church from colonial times to the present, giving European backgrounds of the American Church.

CHIS 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in church history. May be repeated for credit.

CHIS 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

CHIS 490 • Seminar in Church History (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in church history of particular relevance to upper-division religion majors. May be repeated for credit.

Intercultural and Urban Studies Courses

ICST/CFST/PLST/YLST 102 • Introduction to Intercultural Studies (2)

Prerequisite: NT 101, OT 201. An introduction to the basic elements of intercultural communication and service. Course content will compare and contrast the cognitive processes, linguistic forms, and behavioral patterns within diverse cultural contexts. The student will integrate theory with practice in order to communicate effectively a holistic gospel.

ICST 272 • A Theology of Church Mission (2)

Prerequisite: NT 101, OT 201, THEO 103. Various models of Christian mission from biblical, theological, and historical perspectives will be explored. This interdisciplinary study, integrating theology and praxis, is designed to move the student toward a responsible understanding of an integral proclamation of the kingdom of God in a diverse cultural milieu.

ICST 285 • Theology and Worldview in a Multicultural Society (2)

Prerequisite: NT 101, OT 201, THEO 103. A study of worldview theories and concepts in the context of intercultural studies. Six major worldviews are mapped out geographically in order to investigate transcultural universals and divergences. The relationship between worldviews and theology in formulating contextual understandings of ministry will be examined.

ICST 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic in intercultural and urban studies. May be repeated for credit.

ICST/CFST/YLST 305 • Evangelism (3)

A study of the nature, scope and imperatives of evangelism in the church. Scriptural mandates and models for evangelism are examined, and personal skills in evangelism are developed.

ICST/CHIS 310 • History of the Expansion of Christianity (3)

A survey of the missionary activities of the church from biblical times to the present, especially emphasizing the development of modern missions.

ICST/ANTH 312 • Cross-Cultural Studies (3)

Studies of culture groups in both peasant and modern societies. Case studies explore daily life, rites of passage, marriage, family, work, politics, social life, religion, ritual, and social problems among these groups. Comparative work is undertaken to highlight cultural similarities and differences. (Recommended for intercultural and urban studies and liberal studies majors.)

ICST 315 • Globalization of Church Mission (3)

Prerequisite: ICST 102. This course explores cogent features of Western and non-Western Christianity. Current missiological trends, strategies for ministry, and models of mission are presented. This study aims to provide a starting point from which meaningful and intentional missionary formation and practice can be realized.

ICST/ANTH/INTB 320 • Culture Change (3)

Prerequisite: SOCI 100, ANTH 101, or ICST 102. The study of change, its processes and consequences in non-Western and contemporary societies. Special emphasis will be given to cross-cultural change involving migrants, minorities, religious contacts, as well as change at the personal level.

ICST/COMM 345 • Intercultural Communication (3)

Prerequisite: ICST 102. A study of the processes of communicating the gospel interculturally. Special attention is given to the development of attitudes and tools that will enable effective communication interculturally.

ICST/ANTH 358 • Primal and World Religions (3)

A comparison of the major non-Christian religions, with emphasis on their cultural origins, elements, forms, and symbols, and the role of religion as an institution in such societies.

ICST 373 • A Theology of Urban Mission (3)

Prerequisite: ICST 102. A study of the interrelationship between theology and the mission agenda of the urban church. Faith traditions, beliefs, and identity of people in an urban setting will be explored.

ICST/SPAN 428 • Contemporary Issues in Latin American Countries (3)

Examines selected current strategic, political, and theological issues characteristic of Latin American religion and culture. These contemporary issues include areas such as research in Latin America South, a comparison of the Caribbean and Latin America, social movements, and the shifting roles of missionaries. Current issues such as politics, media, gender, and trends will be analyzed.

ICST 434 • Models in Urban Ministry (3)

Prerequisite: ICST 102. An examination of the urban church using theological, sociological, and historical dimensions. Experiences will be gained through visits to urban churches and ministries.

ICST 454 • Principles and Methods of Intercultural Ministry (3)

Prerequisite: ICST 102. A study of effective church establishment among unreached people groups globally. Special attention will also be given to intercultural strategies for church ministries in urban North American contexts.

ICST/CFST/PLST/YLST 461 • Integrative Field Studies (3)

Prerequisite: PLST 310, 312, 314. A course designed to integrate theory with guided field experience in the student's chosen field. The intent is to reflect theologically in a ministry setting with special attention given to examining one's spiritual gifts, calling, identity, and preparation.

ICST/THEO/SPAN 464 • Religion and Culture in Latin America (3)

This course aims to investigate the dynamics of traditional and evangelical forms of religion in Latin America, including the milieu of popular culture and beliefs, the functions of the Catholic church, current movements within Catholicism, evangelical influences, and Pentecostal growth.

ICST/OT 466 • Introduction to Judaism (3)

Prerequisite: OT 201. Orientation in the fundamentals of Judaic law, ritual, and philosophy. Readings in the Mishnah, Midrash, Siddur, Haggadah, and the works of representative Jewish philosophers.

ICST 470 • Special Topics (3)

Prerequisite: Consent of the instructor. Study of a special topic in intercultural and urban studies. May be repeated for credit.

ICST 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

ICST 485 • Current Issues in Mission Studies (3)

Prerequisite: ICST 102. This course examines selected themes critical to effective Christian mission. Issues considered range from the ethics of evangelism and proselytism to the cultural dynamics of politics and economics.

ICST 490 • Seminar in Intercultural Ministry (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in intercultural and urban studies of particular relevance to upper-division religion majors. May be repeated for credit.

New Testament Courses

NT 101 • New Testament Survey (3)

Prerequisite to all upper-division courses in New Testament. An introductory study of the literature of the New Testament, stressing the major features of each within its historical background.

NT 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic relating to the New Testament. May be repeated for credit.

NT/BLAN 301, 302 • Intermediate Greek I, II (3-3)

An advanced course in New Testament Greek. The student begins a translation and exegesis of the Gospel of John along with an intensive, systematic review of grammar and syntax from an advanced Greek grammar.

NT 310 • The Parables of Jesus (3)

Prerequisite: NT 101. This course aims to provide an introductory overview of the critical problems involved in interpreting the parables of Jesus, an understanding of the theological framework for interpreting the meaning of the parables, and an appreciation for the religious, social, and moral values expressed in the message of the parables.

NT 312 • Life of Jesus (3)

Prerequisite: NT 101. An examination of the teaching and ministry of Jesus, designed specifically for the non-religion major. Credit for this course cannot be used to satisfy a religion major requirement.

NT 320 • Johannine Literature (3)

Prerequisite: NT 101. The meaning and message of the Gospel of John and I, II, and III John, including introductory studies concerning authorship, date, location, and occasion for the writings. Involves detailed exegesis of segments of the literature with a focus upon the significance of its theological content.

NT 325 • Hebrews (2)

Prerequisite: NT 101. Content and interpretation of this important Christological text, stressing Bible study methods and resources and giving attention to background considerations in the biblical history of Jewish worship.

NT 330 • General Epistles (3)

Prerequisite: NT 101. James, I and II Peter, and Jude--their contents, interpretation, distinctive teachings, and significance to the canon of the New Testament.

NT 340 • The Acts of the Apostles (3)

Prerequisite: NT 101. Exegesis of the Book of Acts with consideration of critical problems, alerting the student to basic issues in the history and theology of Luke-Acts and providing him or her with an outline of primitive church history.

NT 346-349 • Pauline Epistles (3)

Prerequisite: NT 101. Studies of the critical issues and contents of the Pauline corpus in the contexts of the life of the apostle and of the developing New Testament church. The following courses will be scheduled: NT 346 Romans and Galatians; NT 347 Corinthian Letters; NT 348 Prison Epistles--Ephesians, Philippians, Colossians, Philemon; NT 349 Pastoral and Thessalonian Epistles--I and II Timothy, Titus, I and II Thessalonians.

NT/BLAN 401, 402 • Advanced Greek I, II (2-2)

Reading and exegesis of Greek New Testament passages, selected to acquaint the student with the distinctive styles of the various authors of the New Testament. Some reading in the Apostolic Fathers and the Septuagint is also included.

NT/OT 420 • Apocalyptic Literature (3)

Prerequisite: Consent of the instructor. Daniel, certain intertestamental literature, and Revelation are studied with a view to determining the nature and rise of apocalyptic literature in Judaism and Christianity.

NT/PLST 446 • Parables for Preaching (3)

Prerequisite: NT 101. An examination of the interrelationship between the meaning of the parables as Jesus spoke them to his original hearers and the message of parables proclaimed in the church today.

NT 455 • New Testament Ethics (3)

Prerequisite: NT 101. This course is designed to acquaint students with the ethical teachings of the New Testament, and to probe the relevance of New Testament ethics for a contemporary personal and social ethic.

NT/THEO 462 • Selected Themes in New Testament Theology (3)

Prerequisite: NT 101, OT 201, THEO 103, BINT 270, and one upper-division elective course in New Testament. An advanced course for the study of important theological concepts of the New Testament. The focus will be twofold: the orthodox understanding of major doctrines in the light of their first-century environment, and the development of a basic methodology that will guide the student in the practice of theological interpretation of the New Testament.

NT 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in New Testament. May be repeated for credit.

NT 472 • Synoptic Gospels (3)

Prerequisites: NT 101, OT 201, and one additional upper-division course in New Testament. The study of the history and nature of the Synoptic Problem and the methods of Gospel research; and an overview of the content, characteristics, and theology of the first three Gospels.

NT 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

NT/OT/THEO/482 • Biblical Theology of Love, Sex, Marriage, and Family (3)

Prerequisite: NT 101, OT 201, and a basic course in theology. An explanation of the biblical attitudes assumed toward love, sex, marriage, and the family.

NT/OT/THEO 486 • Biblical Theology of Power, Wealth, and Prosperity (3)

Prerequisite: NT 101, OT 201, and a basic course in theology. An exploration of the biblical attitudes assumed toward power and weakness, wealth and poverty, prosperity and suffering.

NT 490 • Seminar in New Testament (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in New Testament of particular relevance to upper-division religion majors. May be repeated for credit.

Old Testament Courses

OT 201 • Old Testament Survey (3)

Prerequisite to all upper-division courses in Old Testament. An introductory study of the literature of the Old Testament, with a view toward appreciation of its content and historical development.

OT 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic relating to the Old Testament. May be repeated for credit.

OT/BLAN 306, 307 • Intermediate Hebrew I, II (3-3)

Review and consolidation of grammar and syntax. Extensive reading in the narrative portions of the Old Testament for style and vocabulary. Offered alternate years.

OT 310 • Psalms (3)

Prerequisite: OT 201. A study of selected Psalms, especially noting the structure, language, meaning, authorship, and historic setting of each.

OT 320 • Poetic and Wisdom Literature (3)

Prerequisite: OT 201. A study of the poetic literature of the Old Testament (particularly Job and Ecclesiastes), with attention to the characteristic features and forms of Hebrew poetry and the role of wisdom in Israel.

OT 330-334 • Prophetic Literature (3)

Prerequisite: Studies in the lives and literature of the Hebrew prophets. The following courses in the prophets will be scheduled: OT 330 Isaiah 1-39, OT 331 Isaiah 40-66, OT 332 Jeremiah, OT 333 Ezekiel, OT 334 Minor Prophets.

OT 341-345 • Pentateuch (3)

Prerequisite: OT 201. An examination of the historical and legal formulations in Genesis--Deuteronomy in light of recent archaeological finds and critical research. The following courses will be included: OT 341 Genesis, OT 342 Exodus, OT 343 Leviticus, OT 344 Numbers, OT 345 Deuteronomy.

OT/BLAN 406, 407 • Advanced Hebrew I, II (2-2)

Syntactical and exegetical analysis of selected portions from the Hebrew Old Testament. Offered on demand.

OT/NT 420 • Apocalyptic Literature (3)

Prerequisite: Consent of the instructor. Daniel, certain intertestamental literature, and Revelation are studied with a view to determining the nature and rise of apocalyptic literature in Judaism and Christianity.

OT/BLAN 446, 447 • Semitic Languages I, II (3-3)

Prerequisites: Approval of instructor and one year of biblical Hebrew or its equivalent. Any of the following Semitic languages may be offered on demand: Akkadian, Arabic, Aramaic, Syriac, Ugaritic. More than one language may be offered for credit. May be taken for elective credit only.

OT/ICST 466 • Introduction to Judaism (3)

Prerequisite: OT 201. Orientation in the fundamentals of Judaic law, ritual, and philosophy. Readings in the Mishnah, Midrash, Siddur, Haggadah, and the works of representative Jewish philosophers.

OT 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in Old Testament. May be repeated for credit.

OT/THEO 472 • Selected Themes in Old Testament Theology (3)

Prerequisite: NT 101, OT 201, THEO 103, BINT 270, and one upper-division elective course in Old Testament. An exploration of the meaning of, and limits for, biblical theology, together with the works of certain prominent scholars in the area; and of selected motifs in the Old Testament.

OT 474 • Old Testament Ethics (3)

Prerequisites: OT 201, NT 101, and one additional upper-division course in Old Testament. A study of some of the prominent ethical principles of the Old Testament, with a view to understanding the origin and function of each in its historical context.

OT 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

OT/NT/THEO 482 • Biblical Theology of Love, Sex, Marriage, and Family (3)

Prerequisite: NT 101, OT 201, and a basic course in theology. An exploration of the biblical attitudes assumed toward love, sex, marriage, and the family.

OT/NT/THEO • 486 Biblical Theology of Power, Wealth, and Prosperity (3)

Prerequisite: NT 101, OT 201, and a basic course in theology. An exploration of the biblical attitudes assumed toward power and weakness, wealth and poverty, prosperity and suffering.

OT 490 • Seminar in Old Testament (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in Old Testament of particular relevance to upper-division religion majors. May be repeated for credit.

Pastoral Leadership Studies Courses

PLST/CFST/ICST/YLST 102 • Introduction to Intercultural Studies (2)

Prerequisite: NT 101, OT 201. An introduction to the basic elements of intercultural communication and service. Course content will compare and contrast the cognitive processes, linguistic forms, and behavioral patterns within diverse cultural contexts. The student will integrate theory with practice in order to communicate effectively a holistic gospel.

PLST/COMM 290 • Interpersonal Communication (3)

The primary elements of the communication process as it occurs between two persons in everyday settings. Among the topics considered are language and meaning, nonverbal communication, person perception, self-concept.

PLST 291,292,293 • Special Topic (1, 2, 3)

Study of a special topic in pastoral leadership. May be repeated for credit.

PLST/COMM 300 • Homiletics (3)

Prerequisite: COMM 101. A study of the techniques of sermon preparation with some practice in preaching, including instructor and class analysis of class and campus preaching.

PLST 310 • Introduction to Christian Leadership (2)

Prerequisite: NT 101, OT 201, BINT 270. An introduction to a theology of leadership through the development of a healthy interior life; an understanding of a situational approach to leadership; and knowledge of the leader's role in the corporate vision, spirituality, and mission of the Christian community.

PLST 312 • Introduction to Pastoral Care (2)

Prerequisite: NT 101, OT 201, THEO 103, BINT 270. An introduction to a theology of care and counsel as a central focus of leadership--lay and vocational--in the mission and ministry of the Christian community.

PLST 314 • Introduction to Preaching and Teaching (2)

Prerequisite: NT 101, OT 201, THEO 103, BINT 270. An introduction to the proclamation mission of communicating the gospel through teaching and preaching.

PLST 315 • Church Communication Techniques (3)

The theories and techniques of communication within the church in such areas as speaking, music, printed pieces, advertisement; and the public communication of the church through media such as radio, TV, film, drama, newspapers, and music.

PLST 372 • Research Methods for the Study of Ethics and Christian Leadership (3)

Prerequisite: THEO 301. Students will analyze ethical and leadership issues by utilizing problem-solving methods. Specifically, students will learn how to frame a research problem, conduct a literature search, choose a suitable method, collect appropriate data, and evaluate the data into a cohesive research document.

PLST/MUSC 406 • Music and Worship (3)

A survey of the use of music in the worship service from the early church to the present time. Emphasis is placed on the development of both liturgy and hymnody with practical implication for contemporary worship service practice and development.

PLST/THEO 417 • The Problem of Suffering and the Promise of Healing (3)

A study of suffering and its meaning in human experience. Case studies from individuals, including both texts and class members, will be used in the quest for an existential and intellectual understanding of the problem of suffering. Sources for the investigation of the mystery of suffering will include scripture, theology, philosophy and literature.

PLST 420 • Disciplines of the Spiritual Life (3)

Prerequisite: NT 101, OT 201, THEO 103. A study of the biblical and theological foundations of spirituality within the Pentecostal/charismatic tradition. The emphasis will be on building a functioning spiritual life by the exercise of spiritual disciplines such as prayer, worship, community, fasting, and other disciplines.

PLST/SOCI 423 • Sociology of Religion (1-3)

The social structural approach to the study of religion, with particular emphasis on American society. One unit weekend elective courses that can be taken independently or in groups of two or three. Each unit will focus on one of the following major topics: defining religion; the restructuring of American religion; religion and the public square.

PLST/SOCI 424 • Pentecostal-Charismatic Movements (1-3)

A socio-historical approach to the study of Pentecostal-Charismatic Movements in American society. One unit weekend elective courses that can be taken independently or in groups of two or three. Each unit will focus on one of the general topics: charisma and institutional dilemmas; contemporary renewal and revival; and Pentecostal-Charismatic healing beliefs and practices.

PLST 425 • Narrative and Expository Preaching (3)

Prerequisite: PLST 314. An examination of narrative and expository preaching methods as complementary styles of preaching to strengthen pulpit ministry.

PLST/CFST/YLST 426 • Small Group Ministry (3)

A study of group dynamics within the context of local congregational mission and ministry. Issues in design and implementation of small group programming also are explored.

PLST/CFST/YLST 430 • Management in Christian Organizations (3)

Prerequisite: PLST 310. Exploring effective management from a systems perspective that examines the internal processes of a learning organization as well as its relationship with the environment. Selected topics will also include recruitment and training of volunteers, conflict management, team building, planning and financial management, and legal issues.

PLST 438 • Church Financial Administration (3)

Prerequisites: ACCT 220, 221, and BUSN 215, 216. Basic accounting, cash, banking, taxes, IRS, government responsibility, financial record keeping and reporting, plant/property management, audits, and insurance.

PLST 440 • Pastoral Care and Counseling (3)

Prerequisite: PLST 312. The application of counseling and guidance principles to the work of the pastor and other religious workers in the field of pastoral care, including the use of case studies in ministering to persons with illness, grief, home, youth, or other types of special problems.

PLST/CFST 445 • Lay Ministry Development (3)

A study of the untapped potential resident in the laity of the church with emphasis on developing strategies for lay renewal and equipping for active participation in the mission of the church. The effect of the clergy-laity dichotomy will be explored.

PLST/NT 446 • Parables for Preaching (3)

Prerequisite: NT 101. An examination of the interrelationship between the meaning of the parables as Jesus spoke them to his original hearers and the message of parables proclaimed in the church today.

PLST 449 • Denominational Polity (1)

Guided reading and discussion of official district and national constitutions and bylaws, and research in denominational history and doctrine. Designed for students seeking ministerial credentials with the Assemblies of God.

PLST 450 • Ministerial Internship Program (3-12)

Prerequisites: Junior standing and admission by the Ministerial Internship Committee. The internship program is a full-time, one-semester course of intensive in-service ministerial training in an assigned church under the supervision of a pastor and religion faculty member. Specific internship modules may also be taken during two, three, or four semesters. A maximum number of twelve units may be taken for internship credit. Note: Application forms are available in the Division of Religion office.

PLST 457 • Church Growth (3)

An examination of the underlying biblical and sociological principles and dynamics involved in the qualitative and quantitative growth of the body of Christ. Particular attention will be given to an analysis of the "vital signs" of health in growing churches and an application to less-healthy congregations.

PLST 460 • Practicum (1-3)

Prerequisite: Approval by the Division of Religion. A learning experience which integrates classroom theory with practice through assigned responsibilities in local churches, hospitals, mission fields, or other appropriate institutions under supervision by both the on-scene administrator and the religion faculty member. May be repeated for credit. Note: Application forms are available in the Division of Religion office.

PLST/CFST/ICST/YLST 461 • Integrative Field Studies (3)

Prerequisite: PLST 310, 312, 314. A course designed to integrate theory with guided field experience

in the student's chosen field. The intent is to reflect theologically in a ministry setting with special attention given to examining one's spiritual gifts, calling, identity, and preparation.

PLST 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in pastoral leadership. May be repeated for credit.

PLST 480 • Individual Studies (1-3)

Prerequisite: Consent of instructor and division chair. May be repeated for credit.

PLST 490 • Seminar in Pastoral Ministries (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in pastoral leadership of particular relevance to upper-division religion majors. May be repeated for credit.

Philosophy Courses

PHIL 201 • Introduction to Philosophy (3)

Prerequisite: Sophomore status recommended. An introductory study which aims to provide a basic understanding of the nature and aims of philosophy, an acquaintance with some representative philosophical problems, an introduction to the methodology of philosophical inquiry, and a mastery of some of the terminology employed in philosophical discussion.

PHIL 210 • Critical Thinking (3)

An introduction to deductive and inductive reasoning, informal logic, semantics, and the techniques of analysis, creative thinking, and problem solving.

PHIL 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic in philosophy. May be repeated for credit.

PHIL 310, 311 • History of Philosophy (3-3)

Prerequisite: PHIL 201. A survey of the principal periods in Western philosophy from the Greeks to the present, emphasizing the development of major problems and the contributions of outstanding philosophers.

PHIL/ENGL 418 • Classical Literature and Philosophy (3)

Reading and discussion of major texts from the classical period, with attention to their influence on literature and the history of ideas. Emphasis on Plato, Aristotle, Cicero, Virgil, Marcus Aurelius, and Seneca.

PHIL 430 • Ethics (3)

Prerequisite: PHIL 201. The course provides an introduction to a variety of ethical theories and systems in order to formulate alternative perspectives for ethical analysis and decision making.

PHIL/THEO 437 • Philosophy of Religion (3)

Prerequisite: PHIL 201. The course employs philosophical methodology to examine the problems of the nature, limits, and validity of religious knowledge; the meaning of religious language; and the origin and nature of evil.

PHIL 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in philosophy. May be repeated for credit.

Theology Courses

THEO 100 • Christian Life and Thought (3)

An introduction of the Christian faith which explores the major biblical doctrines and helps the student integrate these into a world view, strategy for ministry, and personal lifestyle. (This course does not meet the general education theology requirement for religion majors.)

THEO 103 • Introduction to Theology (3)

An introductory study of the subject matter and scope of Christian theology. Examination is made of philosophical presuppositions, definition is sought for theological terms, and articulation of theological concepts is encouraged. Particular attention is given to the doctrinal tenets of the Assemblies of God. (Required for all religion majors.)

THEO 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic in theology. May be repeated for credit.

THEO 301 • Christian Ethics (3)

This course aims to investigate the moral implications of the Christian faith. Emphases will be placed on the theological nature of Christian ethical reflection, and the evaluation of specific moral issues from the vantage point of Christian faith.

THEO 311 • Christian Theology I: Prolegomena and Bibliology (3)

Prerequisite: THEO 103. A study of the nature, method, sources, and divisions of systematic theology, and of authority and revelation, with particular emphasis on the doctrine of Holy Scripture. The student will be encouraged to understand the relevance of this study in the contexts of both personal and corporate world and life views. Offered in the Fall semester of odd numbered years.

THEO 321 • Christian Theology II: Theology Proper and Anthropology (3)

Prerequisite: THEO 103. A study of the person of God, the angelic hosts, and man. The existence, nature and attributes of the Triune God are considered, with particular reference to the being and work of the first person of the Godhead. Included are studies in respect to creation, re-creation, and providence. Emphasis then shifts to the study of humanity: its origin, nature, and existence in both the fallen and restored states. Offered in the Spring semester of even-numbered years.

THEO 341 • Christian Theology III: Christology and Soteriology (3)

Prerequisite: THEO 103. A study of the person, natures, and work of Christ, and of the application of that work in the context of human redemption. Christ's humanity and deity are considered in the states of humiliation and exaltation; the atonement is studied in reference to the doctrines of union and communion with Christ. The course includes reflection on the believer's vocation, regeneration, faith, justification, sanctification, and perseverance. Offered in the Fall semester of even-numbered years.

THEO 351 • Christian Theology IV: Ecclesiology and Eschatology (3)

Prerequisite: THEO 103. A study of the doctrines of the church and of "last things." The nature, life, and service of the community of faith are considered in relationship to the purposes of God as revealed for both the present time and the future. Basic to the study is the concept that the ideas of blessing and cursing, of reward and punishment, are integral parts of all of God's dealings with humankind. Offered in the Spring semester of odd-numbered years.

THEO 361 • Christian Theology V: Pneumatology (3)

Prerequisite: THEO 103. A study of the person and work of the Holy Spirit. Included in this course are comparative studies of twentieth-century Pentecostal and charismatic theologies. Particular emphasis is placed upon the teaching of the Assemblies of God on the work of the Spirit of God both in the personal and corporate contexts. Offered in the Spring semester of even-numbered years.

THEO/ENGL 389 • C.S. Lewis Seminar I (3)

Prerequisite: THEO 103. A study, through reading and discussion, of selected writings of C.S. Lewis to promote the student's insight into and appreciation for biblical truths, and to encourage personal spiritual growth.

THEO/PLST 417 • The Problem of Suffering and the Promise of Healing (3)

A study of suffering and its meaning in human experience. Case studies from individuals, including both texts and class members, will be used in the quest for an existential and intellectual understanding of the problem of suffering. Sources for the investigation of the mystery of suffering will include scripture, theology, philosophy and literature.

THEO/PHIL 437 • Philosophy of Religion (3)

Prerequisite: PHIL 201. The course employs philosophical methodology to examine the problems of the nature, limits, and validity of religious knowledge; the meaning of religious language; and the origin and nature of evil.

THEO/NT 462 • Selected Themes in New Testament Theology (3)

Prerequisite: NT 101, OT 201, THEO 103, BINT 270, and one upper-division elective course in New Testament. An advanced course for the study of important theological concepts of the New Testament. The focus will be twofold: the orthodox understanding of major doctrines in the light of their first-century environment, and the development of a basic methodology that will guide the student in the practice of theological interpretation of the New Testament.

THEO/ICST/SPAN 464 • Religion and Culture in Latin America (3)

This course aims to investigate the dynamics of traditional and evangelical forms of religion in Latin America, including the milieu of popular culture and beliefs, the functions of the Catholic church, current movements within Catholicism, evangelical influences, and Pentecostal growth.

THEO 465 • Christianity and Society (3)

Prerequisite: THEO 103. An examination of the possible theoretical relationships between Christianity and culture, assessing the Christian's relationship to society, particularly in regard to social practices and values.

THEO 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in theology. May be repeated for credit.

THEO/OT 472 • Selected Themes in Old Testament Theology (3)

Prerequisites: THEO 103, NT 101, OT 201, and one additional upper-division course in Old Testament. An exploration of the meaning of, and limits for, biblical theology, together with the works of certain prominent scholars in the area; and of selected motifs found in the Old Testament.

THEO 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

THEO/OT/NT 482 • Biblical Theology of Love, Sex, Marriage, and Family (3)

Prerequisite: NT 101, OT 201, and a basic course in theology. An explanation of the biblical attitudes assumed toward love, sex, marriage, and the family.

THEO 485 • Modern Religious Movements (1-3)

Prerequisite: THEO 103. The history and doctrines of recent sects and cults on the fringe of American Christianity.

THEO/OT/NT 486 • Biblical Theology of Power, Wealth, and Prosperity (3)

Prerequisite: NT 101, OT 201, and a basic course in theology. An exploration of the biblical attitudes assumed toward power and weakness, wealth and poverty, prosperity and suffering.

THEO/ENGL 489 • C.S. Lewis Seminar II (3)

Prerequisite: THEO/ENGL 389 or consent of instructor. Further study of the writings of C.S. Lewis emphasizing his articulation and defense of the Christian faith.

THEO 490 • Seminar in Theology (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in theology of particular relevance to upper-division religion majors. May be repeated for credit.

Youth Leadership Studies Courses

YLST/CFST/ICST/PLST 102 • Introduction to Intercultural Studies (2)

Prerequisite: NT 101, OT 201. An introduction to the basic elements of intercultural communication and service. Course content will compare and contrast the cognitive processes, linguistic forms, and behavioral patterns within diverse cultural contexts. The student will integrate theory with practice in order to communicate effectively a holistic gospel.

YLST 291, 292, 293 • Special Topic (1, 2, 3)

Study of a special topic in youth leadership. May be repeated for credit.

YLST/CFST/ICST 305 • Evangelism (3)

A study of the nature, scope, and imperatives of evangelism in the church. Scriptural mandates and models for evangelism are examined, and personal skills in evangelism are developed.

YLST/CFST/PSYC 320 • Developmental Psychology (3)

Prerequisite: PSYC 103. Explores human development through the biological, behavioral, cognitive, sociocultural, and spiritual perspectives in a lifespan approach (from conception through death). The course is recommended early in the major.

YLST/PSYC 321 • Adolescent Psychology (3)

Prerequisite: PSYC 103. Studies the period of life from puberty to the emergence from the teens, emphasizing the physical, mental, emotional, social, spiritual, and personality development of the individual. Diversity issues are considered.

YLST/CFST 324 • Introduction to Youth Ministry (2)

A development of a theology and philosophy of youth ministry with attention given to the developmental needs of adolescents as well as the character and cultivation of the youth minister.

YLST/CFST 345 • Camp Leadership (3)

The study of the organization and direction of various camping and recreational situations. Leadership principles are integrated into a working model of recreation and camping for both Christian and secular fields of employment.

YLST/CFST 350 • Christian Family Development (3)

Prerequisite: CFST 102 or permission of instructor. A study of the Christian family, including marriage, child training and discipline; the relationship between the home and the church in Christian education; and the development of a family-oriented church ministry.

YLST 422 • Preaching and Teaching in Youth Context (2)

Prerequisite: PLST 314, 324. A study of how the gospel is communicated to adolescents. Attention will be paid to speaking to youth in large and small group settings and the need to contextualize communication in the youth culture. Talks to youth groups during the semester will be given and evaluated.

YLST/PLST/CFST 426 • Small Group Ministry (3)

A study of group dynamics within the context of local congregational mission and ministry. Issues in design and implementation of small group programming also are explored.

YLST/CFST/PLST 430 • Management in Christian Organizations (3)

Prerequisite: PLST 310. Exploring effective management from a systems perspective that examines the internal processes of a learning organization as well as its relationship with the environment. Selected topics will also include recruitment and training of volunteers, conflict management, team building, planning and financial management, and legal issues.

YLST 432 • Care and Counsel of Youth (2)

Prerequisite: PLST 312, 324. An examination of psychological, cultural and developmental obstacles encountered by young people and a review of the methodologies, principles, and strategies for counseling youth.

YLST 455 • Current Issues in Youth Ministry (3)

An exploration of adolescent development, culture, and socialization as an integration point for effective youth ministry. Discussion of current issues in youth ministry will serve to provide students with foundations necessary for contemporary youth ministry.

YLST 460 • Practicum (1-3)

Prerequisite: Approval by the Division of Religion. A learning experience which integrates classroom theory with practice through assigned responsibilities in local churches, mission fields, or other appropriate ministries under supervision by both the on-scene administrator and the religion faculty member. May be repeated for credit. Note: Application forms are available in the Division of Religion office.

YLST/CFST/ICST/PLST 461 • Integrative Field Studies (3)

Prerequisite: PLST 310, 312, 314. A course designed to integrate theory with guided field experience in the student's chosen field. The intent is to reflect theologically in a ministry setting with special attention given to examining one's spiritual gifts, calling, identity, and preparation.

YLST 470 • Special Topic (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in youth leadership. May be repeated for credit.

YLST 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

YLST 490 • Seminar in Youth Leadership Studies (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in youth leadership studies of particular relevance to upper-division religion majors. May be repeated for credit.

Double Majors

1. By mutual cooperation of the Division of Religion and the Department of Music, a program for a double major in religion and music has been designed for students preparing for a ministry of music in the church. Early consultation with both the chair of the Department of Church Ministries and the chair of the Department of Music is recommended.
2. Religion majors who also wish to pursue a teaching credential should meet as soon as possible with the coordinator of the Graduate Program in Education or the chair of the Division of Liberal Studies in order to plan their curricular choices

Ministerial Credentials

Students who plan to apply for ministerial credentials should consult the chair of the Department of Church Ministries for pertinent information and the necessary application forms. Denominational Polity (PLST 449) is recommended as one unit toward fulfilling the pastoral ministries requirement in the programs of those students planning to apply for ministerial credentials with the Assemblies of God.

Ministerial Internship Programs and Practica

The Division of Religion is committed to provide field education experiences that integrate conceptual aspects of ministry with the practice of ministry in local churches, hospitals, mission opportunities, inner-city ministries, and other parachurch organizations. Goals for field education include spiritual formation, mentoring relationships, theological reflection, and specific training in ministry skills that provide the framework for such integration.

There are two academic programs designed to provide these integrative experiences:

1. PLST 450 Ministerial Internship Program (3-12 units) is a structured field experience designed for students who wish to have an in-depth exposure to the practice of ministry within a local church under the supervision of a pastor and religion faculty member
2. PLST 460 Practicum (1-3 units) is intended for students who are currently involved in a particular ministry and wish to receive credit for guided reflection and supervision of that experience by the on-scene administrator and religion faculty member.

The deadline for admission in the Ministerial Internship Program for the Summer or Fall semester is April 15 of the preceding Spring semester. For the Spring semester, the deadline is November 15 of the preceding Fall semester. The deadline for a practicum is the first week of the semester.

Application forms are available in the Division of Religion office.



Division of Social Science

Shirley Albertson Owens, Ph.D., Chair

MISSION: *The Division of Social Science provides the skills and intellectual framework for understanding individuals and society, and for seeking answers to their problems. Proceeding from a Christian worldview, the division contributes both to the general education of all VUSC students and to the development of a solid foundation for divisional majors within the disciplines of anthropology, history, political science, psychology, and sociology with all their life-enriching liberal arts insights. Students majoring in one of the divisional disciplines also develop skills and understanding leading to effectiveness in their fields and a life of Christian service.*

Divisional Major

The interdisciplinary social science major provides a broader exposure to several social science disciplines than is possible in a more specific major within one of the departments. Such a course of study may be preferable to students interested in interdisciplinary applications of their undergraduate education.

Distinctive Options

Pre-Law Studies--The division offers an excellent selection of courses for students contemplating graduate studies in law. Most law schools do not specify a particular course of pre-law studies; they generally encourage applicants to pursue a broad liberal arts education at the undergraduate level. Students should consult the pre-law advisor, Dr. Dennis McNutt, in making appropriate academic plans.

Archeology--The anthropology major allows for a complement of courses in biblical and New World archeology to be taken as a minor within the program. Interested students should consult Dr. Vince Gil for advising in this area.

American Studies Program--Vanguard University of Southern California students are eligible to participate in the American Studies Program, sponsored by the Council of Christian Colleges and Universities (CCCU). The program provides a semester of studies in Washington, D.C., under resident faculty members, along with approximately forty students from Christian colleges across the nation. Students earn sixteen semester units of credit through a program of formal classroom studies and internship in government or private sector organizations.

The program is designed for Christian students who are learning to integrate their faith with knowledge. It is for those who desire to find out for themselves what vocation means and what it means to act on what they believe. The aim of the program is not simply to strengthen the student's Christian worldview, but is to equip and motivate students to act responsibly in society. The program offers a nontraditional, interdisciplinary, issue-oriented learning experience. Combining the theoretical with the practical, students deal with issues like war and peace, poverty and hunger, individualism, and calling and vocation.

Students from any academic major may participate in the program. The primary qualifications for admission are above average grades, upper-division standing, approval of the College administration, and a serious desire to understand more about integrating Christian faith with public policy-making. Students interested in attending should confer with the liaison for the American Studies Program, Dr. Dennis McNutt.

AS/POLS 320 • American Studies Internship (8)

A part-time work experience in Washington, D.C., in a professional setting within the student's major field of concentration. Students may select placements in such areas as communication arts, urban ministries, marketing and corporate enterprises, law firms, trade associations, federal agencies, or political offices. Any term, limited enrollment. Credit is granted at the discretion of each department.

AS/POLS 340 • American Studies Seminars (8)

An interdisciplinary examination of selected topics in the American political, historical, and cultural context. Includes a two-unit study module, Foundations for Public Involvement, and two three-unit study modules, Domestic Policy Issues and International Policy Issues. Any term, limited enrollment. May be credited as free electives or as departmental units when accepted by individual departments.

Other Council of Christian Colleges and Universities Programs--The CCCU also sponsors a Latin American Studies Program in Costa Rica, a Middle East Studies Program in Cairo, Egypt, and a Russian Studies Program. Students with particular interest in those areas should consult Dr. Dennis McNutt about spending a semester abroad.

Divisional Minor

Students may earn a social science minor by completing 21 units offered by the division. Twelve of these twenty-one units must be completed at Vanguard University. At least one course (3 units) must be selected from each of the three departments within the division.
3 Cultural Anthropology/Sociology; 3 History/Political Science; 3 Psychology

Social Science Major

Core Requirements

		forty-eight units
		eighteen units
HIST 103	World Civilizations I	3 units
HIST 104	World Civilizations II	3 units
HIST 256	United States History	3 units
SOCI 100	Introduction to Sociology	3 units
ANTH 102	Introduction to Cultural Anthropology	3 units
SOCS 265	Introduction to Statistical Methods	3 units
<i>Upper-Division Electives</i>		<i>thirty units</i>

Social Science Courses

SOCS/INTB 150 • World Geography (3)

Survey of world geography including physical, economic, political, and cultural factors.

SOCS 151 • Geography of California and North America (3)

Survey of California and North American geography, including physical, economic, political and cultural factors. Required for Social Science education certification.

SOCS/BUSN 215 • Principles of Economics (Macro) (3)

An introduction to the principles of economic analysis, economic institutions, and issues of public policy.

SOCS/BUSN 216 • Principles of Economics (Micro) (3)

An introduction to the economics of private enterprise and resource allocation, including demand, supply, and elasticity; cost of production; price and output determination under various market structures; and pricing and employment resources.

SOCS/MATH 265 • Introduction to Statistical Methods (3)

A course in basic statistical concepts and methods of collecting, summarizing, presenting, and interpreting data in the behavioral sciences; including descriptive statistics (use of graphs and charts), normal distribution curve, measures of central tendency, deviation and dispersion, hypothesis testing, statistical fallacies, correlation, and topics in probability.

SOCS/MATH 364 • Intermediate Statistical Methods (3)

Prerequisite: SOCS 265 or consent of the instructor. This course is designed to provide a review of fundamental descriptive and inferential procedures as well as a survey of more advanced procedures (including multiple regression, factorial analysis of variance, and a variety of non-parametric tests).

SOCS 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. A special topic in the social sciences. May be repeated for credit.

SOCS 490 • Social Science Seminar (3)

Prerequisite: Consent of the instructor. A topical seminar related to a significant and relevant area of a student's major. May be repeated for credit.

Social Science Subject Matter Program for California Teaching Credential

Lower Division Social Science (required courses)

ANTH 102	Introduction to Cultural Anthropology	3 units
SOCS 150	World Geography	3 units
SOCS 151	Geography of California and North America	3 units
SOCS 215	Principles of Economics (Macroeconomics)	3 units
SOCS 216	Principles of Economics (Microeconomics)	3 units

World Civilizations (required courses)

HIST 103	World Civilizations I	3 units
HIST 104	World Civilizations II	3 units

California and United States Studies		(required courses)
POLS 255	U.S. Government	3 units
HIST 256	U.S. History	3 units
HIST 360	Women in American History	3 units
HIST 455	History of California and the West	3 units

Upper Division U.S. Studies		(select two of the following courses)
HIST 350	United States Military History	3 units
HIST 370	Wars of America	3 units
HIST 372	The United States Since World War II	3 units
HIST 463	United States Diplomatic History	3 units
HIST 470	Special Topics in United States History	3 units
POLS 345	United States Foreign Policy	3 units
POLS 440	Contemporary American Political and Social Thought	3 units

Diversity/Multicultural Studies		(World Religion Requirement)
ANTH 358	Primal and World Religions	3 units

Area Studies		(take one of the following courses)
HIST 325	History of Africa	3 units
HIST 330	History of East Asia	3 units
HIST 341	Latin American Civilization and Culture	3 units
POLS 460	Problems of the Third World	3 units

Studies in Race, Gender & Culture		(take one of the following courses)
ANTH 342	Racial/Cultural Minorities	3 units
ANTH 370	Asian Cultures and the Modern World	3 units
ANTH 312	Cross-cultural Studies	3 units
ANTH 320	Culture Change	3 units
ANTH 333	Gender, Culture & Society	3 units
HIST 360	Women in American History	3 units

European Studies		(take one of the following courses)
HIST 300	Twentieth Century World	3 units
HIST 305	Church History	3 units
HIST 322	History of England	3 units
HIST 335	Ancient History	3 units
HIST 451	Renaissance and Reformation	3 units
HIST 470	Special Topics in World History	3 units

Capstone Course		(required)
HIST 485	Histography	3 units

Professional Education		(required)
EDUC 302	Introduction to Education in a Multicultural Setting	3 units

DEPARTMENT OF ANTHROPOLOGY & SOCIOLOGY

Vincent E. Gil, Ph.D., Chair

MISSION: *The cultural anthropology major enables students to understand culture, its nature, function, diversity, and shaping effects on human nature and societies. Its faculty of Christian scholars address the applications of this knowledge to facilitations of the Christian faith and mission. The major prepares students for applied work upon graduation, or the competent pursuit of advanced study in one of the many specializations of the discipline, such as linguistic, educational, development, medical, business, and cognitive.*

Two distinct, but interrelated, majors are housed in this department. Both stress scientific and practical applications in the service of society, culture, and the individual.

Cultural Anthropology Major

Institutionally

To serve anthropology majors seeking graduate studies in anthropology or those using anthropological knowledge and training to secure jobs; to disseminate anthropological information to a large number of nonmajors, and through them to enlighten the greater community on the scope, significance, and applications of anthropology to uphold the divine commission, human dignity, and cultural diversity.

Academically

To affirm anthropology, with its focus on cross-cultural research, the promotion of cultural worth and significance, as opposed to ethnocentrism, and its integrated approach to understanding humankind from the perspective of the traditional four fields of anthropology (linguistics, sociocultural, physical, and archeology).

Spiritually

To affirm the utility of anthropological knowledge and skills in the delivery of the gospel to culture groups at home and around the world, and to the amelioration of human problems via a holistic understanding of the human condition.

Cultural Anthropology Major Core Requirements		forty-two units
<i>Lower Division</i>		<i>fifteen units</i>
ANTH 102	Introduction to Cultural Anthropology	3 units
SOCI 100	Introduction to Sociology	3 units
ANTH 210	Archeology and Physical Anthropology	3 units
ANTH 253	Language in Cultural Context	3 units
SOCS 265	Introduction to Statistical Methods	3 units

<i>Upper Division</i>		<i>twenty-one units</i>
ANTH 312	Cross-Cultural Studies	3 units
ANTH 320	Culture Change	3 units
ANTH 354	Anthropological Theory and Research Design	3 units
ANTH 357	Qualitative and Quantitative Methods	3 units
ANTH 440	Culture, Personality, and the Individual	3 units

ANTH 452	Applied Anthropology	3 units
ANTH 460	Field Practicum/Field Work	2-4 units
or ANTH 464	Archeological Field Work	3 units

<i>Electives</i>		<i>six units</i>
ANTH 316	Environment, Culture, and Behavior	3 units
ANTH 333	Gender, Culture, and Society	3 units
ANTH 340	Third World Ethnography	3 units
ANTH 341	Latin American Civilizations and Cultures	3 units
ANTH 342	Racial and Cultural Minorities	3 units
ANTH 358	Primal and World Religions	3 units
ANTH 367	Ancient Civilizations of Middle America	3 units
ANTH 370	Asian Cultures and the Modern World	3 units
ANTH 461	Old Testament Archeology	3 units
ANTH 453	Language, Culture, and Linguistics	3 units
ANTH 462	New Testament Archeology	3 units
ANTH 464	Archeology Field Experience	3 units
ANTH 450	Teaching Internship in Anthropology	1-4 units
ANTH 455	Research Internship in Anthropology	1-3 units
ANTH 470	Special Topics in Anthropology	1-3 units
ANTH 480	Individual Studies in Anthropology	1-3 units
ANTH 490	Senior Seminar	1-3 units

Cultural Anthropology (General) Minor		twenty units
ANTH 102	Introduction to Cultural Anthropology	3 units
ANTH 210	Archeology and Physical Anthropology	3 units
ANTH 253	Language in Cultural Context	3 units
Electives in anthropology		11 units

Cultural Anthropology Minor for International Business **twenty units**
 This minor is an integral part of the international business curriculum, and is jointly offered with the international business major as a means of preparing students for successful cross-cultural business experiences. It integrates knowledge of diverse cultural systems, customs, and practices with sound analytic techniques for effective cross-cultural interactions.

ANTH 102	Introduction to Cultural Anthropology	3 units
ANTH 253	Language in Cultural Context	3 units
ANTH 320	Culture Change	3 units
ANTH 440	Culture, Personality, and the Individual	3 units

Select one course from:

ANTH 341	Latin-American Civilizations and Culture	3 units
ANTH 370	Asian Cultures and the Modern World	3 units
ANTH 470	Special Topic: Japanese Culture and Civilization	3 units
ANTH 490	Study Abroad	5 units

Cultural Anthropology Minor for Intercultural and Urban Studies **twenty units**
 This minor works concurrently with the intercultural and urban studies major to provide the basis for cross-cultural ministries knowledge, cultural sensitivity training, and cultural analysis capacitation.

ANTH 102	Introduction to Cultural Anthropology	3 units
ANTH 253	Language in Cultural Context	3 units
ANTH 312	Cross-Cultural Studies	3 units
ANTH 320	Culture Change	3 units
ANTH 358	Primal and World Religions	3 units
Electives in anthropology		5 units

Anthropology Courses

ANTH/INTB 102 • Introduction to Cultural Anthropology (3)
 A study of human culture emphasizing culture's origins and processes. The development of concepts and theories about human culture which apply to life in both primitive and modern societies.

ANTH 210 • Physical Anthropology and Archeology (3)
 Material culture and environments of prehistoric humans is explored alongside human paleontology. Theories of origins are explored and critiqued. Methods of paleontology and prehistoric archeology are surveyed. Core course option.

ANTH/INTB 253 • Language in Cultural Context (3)
 Prerequisite: ANTH 102. This course surveys the acquisition and use of language as part of the enculturation process; the relationship of language to culture and their reciprocal influences; language usage; and the nature of language systems through an appreciation of anthropological linguistics.

ANTH 270 • Special Topics (1-3)
 Prerequisite: Consent of the instructor. Study of a special topic in Anthropology. May be repeated for credit.

ANTH/ICST 312 • Cross-Cultural Studies (3)
 Studies of culture groups in both peasant and modern societies. Case studies explore daily life, rites of passage, marriage, family, work, politics, social life, religion, ritual, and social problems among these groups. Comparative work is undertaken to highlight cultural similarities and differences. Core course. (Recommended for intercultural and urban studies and liberal studies majors.)

ANTH 316 • Environment, Culture, and Behavior (3)
 Analysis of the relationship between humans and their environment. Natural phenomena, design, space, population density, and organizational structure will be examined.

ANTH/ICST/INTB 320 • Culture Change (3)
 Prerequisite: SOCI 100, ANTH 102, or ICST 102. The study of change, its processes and consequences in non-Western and contemporary societies. Special emphasis will be given to cross-cultural change involving migrants, minorities, religious contacts, as well as change at the personal level.

ANTH 333 • Gender, Culture, and Society (3)

Prerequisite: SOCI 100, ANTH 102. Gender as a social construction with powerful consequences is explored in this course along with those cultural values and ideologies which perpetuate the discourse of differences. Contemporary studies of gender cross-culturally will enable an appreciation of the broad diversity in the application of gender constructs and their resultant cultural effects.

ANTH 340 • Third World Ethnography (3)

Prerequisite: ANTH 102; Recommended: ANTH 312. The study of developing nations commonly grouped under the "Third World" label, emphasizing the effects of Colonialism, modernization, urbanization, and culture contact with Western nations. Emphasis is given to changes in ideology and material culture, cultural form, and flux in the face of pressures to change. Recommended for electives in cultural anthropology, religion, and for intercultural and urban studies majors.

ANTH/HIST/INTB 341 • Latin American Civilization and Culture (3)

A general survey of historical, racial, and cultural elements which have produced Latin America today, including Spanish historical and religious background, early Indian civilization, Spanish colonial policy and institutions, development of republics, and modern national trends.

ANTH/SOCI 342 • Racial/Cultural Minorities (3)

The study of ethnic and racial minorities, both in the U.S. and selected countries. Issues related to cultural differences, psychology of prejudices, and social-structural concerns are explored. Issues of cultural integration are raised.

ANTH 354 • Anthropological Theory and Research Design (3)

An overview of the major theoretical schools in anthropology, including recent trends of discourse on the discipline, followed by discussion of the major research designs employed in anthropological projects and practice.

ANTH 357 • Qualitative and Quantitative Research Methods (3)

Prerequisite: ANTH 354. Qualitative research methodologies such as participant observation, ethnographic interviewing, the construction of field recording instruments, etc., will be explored, followed by methods for the collection of structured, quantifiable data, such as through questionnaires and survey instruments. Construction, application, and analysis of data generated by both methodologies will be illustrated. Students will participate in laboratory and field data collection and analysis exercises.

ANTH/ICST 358 • Primal and World Religions (3)

A comparison of the major non-Christian religions, with emphasis on their cultural origins, elements, forms, and symbols, and the role of religion as an institution in such societies.

ANTH/SPAN 367 • Ancient Civilizations of Middle America (3)

A study of the rise of civilization in Middle America as revealed by archeology and early writings, emphasizing the cultural and technological achievements of the Toltecs, Aztecs, Mayans, and others, as well as the folk cultures of the present inhabitants of these areas.

ANTH/INTB 370 • Asian Cultures and the Modern World (3)

Prerequisite: ANTH 102 or consent of instructor. Cultures of the Pacific Rim, especially the "Four

Dragons" (China, Taiwan, Japan, and Korea), are overviewed. Their influence on contemporary global economics, commerce, politics, and "global culture" is explored. Cultural commonalities and differences are also examined. Students will have the opportunity to develop class projects which emulate cross-cultural relations with Asian nations.

ANTH/INTB 440 • Culture, Personality, and the Individual (3)

Prerequisites: ANTH 102, 320; PSYC 345 recommended. Western conceptions of the psychology of personality and the self-concept are reassessed in light of cross-cultural studies and the contributions of anthropologists. Notions about universality of Western personality attributes are questioned in light of diverse cultural influences. Course is oriented to broaden a student's understanding of personality formation, social character, views of the self, and of the importance of understanding cultural features which contribute to these. A practical course for those intending to work with, minister to, or do clinical counseling with people from diverse cultural backgrounds.

ANTH 450 • Anthropology Teaching Internship (3-4)

Open to seniors with a grade point average of 3.0 or above with approval of the department chair. Regular hours each week for classes and/or meetings are established at the beginning of the semester. The intern assists an instructor in planning and conducting a course and/or laboratory sessions. May be repeated for a maximum of eight units.

ANTH 452 • Applied Anthropology (3)

Nonacademic public and private uses of anthropology in contemporary world settings, in population, nutrition, health, planning, government, industry, and business. Applications of anthropology to the missiological enterprise. Techniques and ethics of such work in the U.S. and abroad. Core course. (Recommended for intercultural and urban studies majors.)

ANTH/EDUC/ENGL/SPAN 453 • Language, Culture, and Linguistics (3)

This course surveys the acquisition and use of language within a cultural context. It examines the relationship of language to culture, language acquisition, and language analysis or linguistics, emphasizing the utility of such knowledge for educators. Stress is given to understanding language's reciprocal relation with culture, the nature of language systems, and linguistic analysis to enable educators a better comprehension of second language acquisition within learning environments.

ANTH 455 • Research Assistantship (1-4)

ANTH 460 • Field Practicum/Field Work (2-4)

Guided ethnographic field experience based on student's research prospectus. Senior year standing/consent of instructor.

ANTH/BINT 461 • Old Testament Archeology (3)

Prerequisite: OT 201. An examination of archeological methodology and evidence concerned with the recovery and interpretation of the physical remains of the biblical period as a vital supplement to the interpretation of the biblical text.

ANTH/BINT 462 • New Testament Archeology (3)

Prerequisite: NT 101. An examination of archeological methodology and evidence pertaining to the

land of Israel during the time of Christ and the lands of the Mediterranean world during the time of the early church.

ANTH/BINT 464 • Archeological Field Experience (3)

Prerequisites: OT 201, and BINT 461 or 462. Participation in an archeological excavation and a tour of the important sites of the Bible lands. Repeatable to a total of twelve units in ANTH or BINT.

ANTH 470 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in one of the fields of anthropology. May be repeated for credit.

ANTH 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

Sociology Major

MISSION: *The sociology major seeks to equip student scholars with the theoretical, methodological, substantive and practical tools necessary to investigate, understand and engage contemporary and future social life.*

Sociology studies social order, social conflict and social change. It reveals the impact of social forces on people and contributes to an understanding of our complex social world. As part of a Christian university, the sociology major confronts contemporary social issues by integrating efforts toward positive social change with vital aspects of Christian faith and practice.

The sociology major provides a foundation for careers in education, counseling, law and law enforcement, social welfare, public relations, journalism, government, business, Christian ministry and any other career that requires an understanding of human behavior and organization. Students have substantial flexibility to select courses in areas that match their interests and career goals. The major is also a gateway to numerous graduate programs in various areas of academic and professional specialization. The major provides students with opportunities to put sociological ideas into practice and research. Opportunities are available for Sociology Research Assistantships and Community Internships.

The Sociology Minor makes an excellent addition to any major field of study in which the student will be working with people, groups, organizations or communities.

The Sociology Concentration is designed for liberal studies majors desiring to make sociology an area of emphasis in their preparation for a career in public or private school teaching.

Sociology Major Core Requirements

forty-two units

Lower Division

nine units

SOCI 100	Introduction to Sociology	3 units
ANTH 102	Introduction to Cultural Anthropology	3 units
SOCS 265	Introduction to Statistical Methods	3 units

Upper Division

fifteen units

SOCI 332	Marriage and Family	3 units
SOCI 342	Racial and Cultural Minorities	3 units
SOCI 353	Methods of Social Research	3 units
SOCI 365	Sociological Theory	3 units
SOCI 490	Senior Seminar	3 units

*Electives**

eighteen units

SOCI 258	Sociology of Sports and Human Movement	3 units
SOCI 324	Social Psychology	3 units
SOCI 330	Social Problems	3 units
SOCI 333	Sociology of Women	3 units
SOCI 335	Social/Psychological Aspects of Aging	3 units
SOCI 345	Family Violence	3 units
SOCI 348	Sociology of Childhood	3 units
SOCI 352	Urban Sociology	3 units
SOCI 358	Human Sexuality	3 units
SOCI 362	Juvenile Delinquency and Justice	3 units
SOCI 363	Social Stratification	3 units
SOCI 364	Sociology of Organizations	3 units
SOCI 366	Criminology	3 units
SOCI 367	Sociology of Corrections	3 units
SOCI 368	Law and Society	3 units
SOCI 372	Deviance and Social Control	3 units
SOCI 423	Sociology of Religion	1-3 units
SOCI 424	Pentecostal-Charismatic Movements	1-3 units
SOCI 440	Clinical Sociology	3 units
SOCI 450	Teaching Internship in Sociology	1-3 units
SOCI 455	Sociology Research Assistantship	1-3 units
SOCI 460	Field Practicum	1-4 units
SOCI 470	Special Topics in Sociology	1-3 units
	a. Spirituality and Health	
	b. Sects and Cults in American Society	
	c. Restorative Justice	
	d. Sociodrama	
	e. Etc.	
SOCI 480	Independent Studies in Sociology	1-3 units

An exit interview and Major Field Test are required of all graduating seniors. The Major Field Test is an objective, end-of-program test designed to assess the mastery of concepts, principles and knowledge expected of students at the conclusion of the sociology major.

Sociology Minor

twenty-one units

SOCI 100	Introduction to Sociology	3 units
	Electives in Sociology	18 units

NOTE: At least half of the units must be taken at Vanguard University.

Sociology Concentration (Liberal Studies Majors)

SOCI 100 Introduction to Sociology

Upper division electives in Sociology

twelve units

3 units

Sociology Courses**SOCI 100 • Introduction to Sociology (3)**

An introduction to the study of social groups, considering the fundamental concepts of sociology in each of three great areas: social structure, social processes, and social problems.

SOCI/EXSS 258 • Sociology of Sports and Human Movement

Looks at the historical and contemporary interpretations of the role of play, games, sports, dance, fitness, and recreation in a variety of cultures. Addresses sociocultural issues such as gender and minorities in sport.

SOCI 291, 292, 293 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in Sociology. May be repeated for credit.

SOCI/PSYC 324 • Social Psychology (3)

Prerequisites: PSYC 103, and SOCI 100 or ANTH 102. An examination of interpersonal behavior as it is influenced by social processes, culture, face-to-face interactions, and personality characteristics; including interpersonal and group behavior in relationship to social values, norms, attitudes, roles, and social needs.

SOCI 330 • Social Problems (3)

A selective sociological analysis of major problems confronting American society, discussion of individual and social disorganization, poverty, urbanization, deviancy, effects of mass media, and other issues.

SOCI 332 • Marriage and the Family (3)

The institutions of marriage and the family are explored from the sociological perspective which emphasizes the influence of societal norms on human behavior and social structures. Commonly held conceptions of traditional marital forms and alternative forms of cohabitation both historical and modern are examined using the analytical tools of social science theory, research methods, and statistics.

SOCI 345 • Family Violence (3)

Investigates the identification, causes, and prevention of all types of intrafamily abuse: child, spouse, sibling, and parent. Explores theories and research findings for practical application. Studies the sociocultural contexts in which abuse and violence occur. For students whose careers will bring contact with victims and/or perpetrators of family violence.

SOCI 333 • Sociology of Women (3)

Provides students with sociological ways of thinking about gender and the status of women. Analyzes the social and historically situated constructions of gender and explores the impact of race and class on gender. Focuses on women in US society but includes opportunities to explore cross-national aspects.

SOCI 348 • Sociology of Childhood (3)

Examines the diverse conceptions of childhood historically and the social forces that produced the modern form of childhood. Explores children's experience and culture and discusses the social condition of children in contemporary US society.

SOCI/PSYC 335 • Social and Psychological Aspects of Aging (3)

Prerequisite: PSYC 103. Views human aging from an interdisciplinary and cross-cultural perspective. The physiology of aging and its psychological ramifications are explored, as is the sociology and spirituality of the older adult in contemporary society.

SOCI/ANTH 342 • Racial and Cultural Minorities (3)

The study of ethnic and racial minorities, both in the U.S. and selected countries. Issues related to cultural differences, psychology of prejudices, and social-structural concerns are explored. Issues of cultural integration are raised.

SOCI 352 • Urban Sociology (3)

A study of urban life with emphasis on its organization, unique functions, and problems.

SOCI 353 • Methods of Social Research (3)

Prerequisite: SOCI 100. The design, preparation, and execution of competent social research through a research project, to develop an understanding of social theory construction and research methodology.

SOCI/PSYC 358 • Human Sexuality (3)

Prerequisites: PSYC 103 and six units of upper-division psychology or sociology or consent of instructor. Human Sexuality provides an overview of human sexual anatomy, physiology, gender identity, sex role development and expression, modes of sexual expression, sexual deviation, the meaning of sexuality within relationships, and ethical considerations.

SOCI 362 • Juvenile Delinquency and Justice (3)

Prerequisites: SOCI 100 and PSYC 103 or permission of instructor. The causes of juvenile delinquency are reviewed from a broad social systems perspective. Delinquent crimes, gang activity and violence are studied, as is the system of juvenile justice. Course is designed for those who will be working with juveniles.

SOCI 363 • Social Stratification (3)

Prerequisite: SOCI 100. A sociological view will be utilized to draw attention to those structural aspects of society which cause unequal access to the resources available. Various theoretical perspectives will be presented and evaluated. The major dimensions of class differentiation in America and selected countries around the world will be described and discussed.

SOCI 364 • Sociology of Organizations (3)

Prerequisite: SOCI 100. A survey of the development of theoretical perspectives of formal and complex organizations from the sociological perspective. The internal processes and relationship to the external environment will be examined. Examples of empirical research will be reviewed.

SOCI 365 • Sociological Theory (3)

Prerequisite: SOCI 100. An introduction to the theorists and theoretical models which result from examination and analysis of our empirical world of social relations, social structures, and social institutions.

SOCI 366 • Criminology (3)

Addresses law, crime, and crime control as social phenomena that can be adequately understood only in terms of larger social and cultural contexts. Analyzes the nature and patterns of criminality and explores methodological and conceptual questions concerning crime data and research. Reviews traditional and contemporary theories, policies, practices, and issues.

SOCI 367 • Sociology of Corrections (3)

Provides an overview of modern adult corrections; specifically, probation, parole, incarceration, community-based corrections, and prevention programs. Includes survey of history, application and theory of punishment philosophies and practices. Studies contemporary correctional policies, practices, and issues.

SOCI 368 • Law and Society (3)

Examines law and the legal structure in its social context. Explores the nature, sources, dimensions, and impact of law from social scientific perspectives. Analyzes the uses and limits of law in maintaining order and promoting social change.

SOCI 372 • Deviance and Social Control (3)

Prerequisites: SOCI 100 and PSYC 103. Explores how societies decide what behaviors are deviant, how they attempt to prevent and/or correct deviance and the consequences to the offenders and the social structures in which they occur. Emphasis is given to research that describes deviance, theories which explain the social conditions contributing to the emergence and perpetuation of deviance, and the analysis of society's programmed efforts to resolve the problems deviance produces.

SOCI/PLST 423 • Sociology of Religion (1-3)

The social structural approach to the study of religion, with particular emphasis on American society. One unit weekend elective courses that can be taken independently or in groups of two or three. Each unit will focus on one of the following major topics: defining religion; the restructuring of American religion; religion and the public square.

SOCI/PLST 424 • Pentecostal-Charismatic Movements (1-3)

A socio-historical approach to the study of Pentecostal-Charismatic Movements in American society. One unit weekend elective courses that can be taken independently or in groups of two or three. Each unit will focus on one of the general topics: charisma and institutional dilemmas; contemporary renewal and revival; and Pentecostal-Charismatic healing beliefs and practices.

SOCI 440 • Clinical Sociology (3)

Prerequisites: Consent of instructor; fifteen upper-division units in sociology. Principles and practices of sociotherapy, emphasizing sociological intervention techniques. Oriented toward enabling students in the application of sociological principles to the understanding of interpersonal, family, occupational, and personal problems. **SOCI 450 • Sociology Teaching Internship (1-3)** Open to seniors with a grade point average of 3.0 or above with approval of the department chair. Regular hours each week for classes and/or meetings are established at the beginning of the semester. The intern assists an instructor in planning and conducting a course and/or laboratory sessions. May be repeated for a maximum of six units.

SOCI 455 • Sociology Research Assistantship (1-3)

Prerequisites: SOCI 100, SOCS 265, and SOCI 353. Open to juniors and seniors and requires the consent of the professor serving as the principal investigator of a research process. The student assistant will be assigned to work on various steps of the research process from the formulation of the problem through the analysis of the data and preparation of the research report in written and/or oral formats. May be repeated for a maximum of six units.

SOCI/PSYC 460 • Field Practicum (1-4)

Prerequisite: PSYC 103, or junior or senior standing. Field experience in a social service agency such as an outpatient health facility, a community organization, or a social program, or through guided field research based on a prospectus of the student's design. May be repeated for credit.

SOCI 470 • Special Topics (1-3)

- a. Spirituality and Health
- b. Sects and Cults in American Society
- c. Restorative Justice
- d. Sociodrama
- e. Etc.

Note: Special Topic courses are developed by faculty according to student interest and are offered periodically.

SOCI 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

SOCI 490 • Senior Seminar (3)

Prerequisite: Consent of the instructor. This course is designed to serve as a rite of passage for graduating seniors. It particularly is intended to assist the student in integrating the multifaceted aspects of their educational experience with their short- and long-term life goals.

DEPARTMENT OF HISTORY AND POLITICAL SCIENCE

John R. M. Wilson, Ph.D., Chair

MISSION: *The Department of History and Political Science engages students with these two disciplines in the context of a Christian worldview. Students will become familiar with the cultural, political, economic, social, and religious development of world civilizations. This familiarity will enhance their ability to understand and evaluate the historical origins of contemporary society and culture as well as the political processes of human social institutions. Serious engagement with a body of literature and schools of thought will deepen students' appreciation for the past, serve as a gateway to the present, and provide the intellectual tools for further study.*

History-Political Science Major

Requirements	fifty-seven units
Survey of the Field	twelve units
HIST 103 World Civilizations I	3 units
HIST 104 World Civilizations II	3 units
HIST 256 United States History	3 units
POLS 255 United States Government	3 units

Related Fields	nine units
PSYC 103 General Psychology	3 units
SOCS 215 Principles of Economics (Macroeconomics)	3 units
SOCI 100 Introduction to Sociology	
or ANTH 102 Introduction to Cultural Anthropology	3 units
(Prospective teachers must choose Anthro)	

Electives (<i>Upper-division U.S. History and Political Science</i>)	nine units
HIST 350 United States Military History	3 units
HIST 360 Women in American History	3 units
HIST 370 Wars of America	3 units
HIST 372 The United States Since World War II	3 units
HIST 373 The Good Old Days: The United States 1945-1963	3 units
HIST 374 Contemporary American History: The United States since 1963	3 units
HIST 420 History of Pentecostalism	3 units
HIST 455 History of California	3 units
HIST 463 United States Diplomatic History	3 units
HIST 470 Special Topics in United States History	3 units
POLS 345 United States Foreign Policy	3 units
POLS 440 Contemporary American Political and Social Thought	3 units
POLS 470 Special Topics in Political Science	3 units

Electives (<i>Upper-division non-U.S. History and Political Science</i>)	nine units
At least 3 units must be non-Western (325, 330 or 341)	
HIST 300 Twentieth Century World	3 units

HIST 305	Church History	3 units
HIST 322	History of England	3 units
HIST 325	History of Africa	3 units
HIST 330	History of East Asia	3 units
HIST 335	Ancient History	3 units
HIST 341	Latin American Civilization and Culture	3 units
HIST 451	Renaissance and Reformation	3 units
HIST 470	Special Topics in World History	3 units
POLS 460	Problems of the Third World	3 units
POLS 470	Special Topics in Political Science	3 units

Nine units of upper-division history or political science from courses listed above.

Six units of upper-division political science from courses listed above.

Capstone Course	three units
HIST 485 Historiography	3 units

An exit interview is required of all graduating seniors.

History Courses

HIST 103 • World Civilizations I (3)
Emphasizes the development of the basic ideas, institutions, and the outstanding cultural, economic, political, and social movements that have shaped humanity from ancient times to the middle of the seventeenth century.

HIST 104 • World Civilizations II (3)
Continuation of World Civilizations I from 1648 to the present.

HIST 256 • United States History (3)
A study of the United States from colonial times to the present, seeking to help the student develop an understanding of the growth of the institutions and culture of the United States.

HIST 270 • Special Topics (1-3)
Prerequisite: Consent of the instructor. Study of a special topic in history. May be repeated for credit.

HIST 300 • Twentieth-Century World (3)
A study of present-day European and world history, society, and culture, beginning with World War I and the Russian Revolution.

HIST/CHIS 305 • Church History (3)
The development of the Christian church throughout its history, as reflected in its life, institutions, leaders, and literature.

HIST 322 • History of England (3)
A study of English history from the advent of the Tudors until the present, emphasizing the development of ideas and significant political, social, and economic institutions.

HIST 325 • History of Africa (3)

The historical development of the continent of Africa with primary emphasis upon Africa south of the Sahara, presenting an overview from the prehistory of Africa up to the present political development of the continent.

HIST 330 • History of East Asia (3)

Prerequisites: HIST 103 and 104. An introduction to the histories of China, Japan and Korea, including institutional and cultural interactions within the region and interaction with the West.

HIST 335 • Ancient History (3)

A history of the development of civilization in Egypt, Mesopotamia, Greece, and Rome.

HIST/ANTH/INTB 341 • Latin American Civilization and Culture (3)

A general survey of historical, racial, and cultural elements that have produced Latin America today, including Spanish historical and religious background, early Indian civilization, Spanish colonial policy and institutions, development of republics, and modern national trends.

HIST 350 • United States Military History (3)

Traces the course of American military developments from the Revolution to the present, focusing on wars and with a special emphasis on Christian perspectives.

HIST 360 • Women in American History (3)

A survey of the role of women in the development of the nation, including the lives of average women and a look at some of the pioneers who reshaped attitudes about women's proper sphere.

HIST 370 • Wars of America (3)

Examines one American war in depth each time the course is offered, including World War II, the Cold War, and the Vietnam War. May be repeated for credit.

HIST 372 • The United States Since World War II (3)

Domestic political, social and cultural development since 1945 in the context of an active American foreign involvement.

HIST 373 • The Good Old Days: The United States, 1945-1963 (3)

Explores political, social, economic, and cultural developments in the days of the high Cold War.

HIST 374 • Contemporary American History: The United States Since 1963 (3)

Traces the loss of consensus through the sixties, Vietnam, Watergate, the end of the Cold War, and beyond.

HIST/CHIS 420 • History of Pentecostalism (3)

Antecedents, Wesleyan and nineteenth-century holiness backgrounds; origin, development, and varieties of traditional Pentecostalism; some attention to the neo-Pentecostal or charismatic movement. Course may include field trips to significant Southern California sites.

HIST/CHIS 451 • Renaissance and Reformation (3)

The transition from medieval to modern civilization, emphasizing those forces and persons that brought about change in Europe's intellectual and religious outlook.

HIST 455 • History of California (3)

A study of the settlement and development of California with emphasis on political, social, and economic aspects.

HIST 463 • United States Diplomatic History (3)

Explores the foreign relations of the United States since the Revolution, with the bulk of the course treating the period since 1890, when the United States has been a major actor in world affairs.

HIST 470 • Special Topics (1-3)

Experimental or occasional courses not offered on a regular basis. May be repeated for credit.

Recent and prospective offerings include:

- a. African-American History
- b. History of Baseball
- c. American Political History
- d. Colonial American History
- e. American Social History
- f. Twentieth Century China
- g. The Age of Liberalism: Europe, 1648-1900

HIST 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

HIST 485 • Historiography (3)

A capstone course that traces the evolution of historical theory, interpretation, and practice. Seminar format. Culminates in students developing their own philosophies of history.

HIST 490 • Seminar (3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in history of particular relevance to upper-division history and political science majors. May be repeated for credit.

POLS 255 • United States Government (3)

Designed to acquaint the student with the U.S. political system, including constitutional development of the United States and of California. Meets the state requirements in these areas.

POLS 270 • Special Topics (1-3)

Prerequisite: Consent of the instructor. Study of a special topic in Political Science. May be repeated for credit.

POLS/AS 320 • American Studies Internship (8)

A part-time work experience in Washington, D.C. in a professional setting within the student's major field of concentration. Students may select placements in such areas as communication arts, urban ministries, marketing and corporate enterprises, law firms, trade associations, federal agencies, or political offices. Any term, limited enrollment. Credit is granted at the discretion of each department.

POLS/AS 340 • American Studies Seminars (8)

An interdisciplinary examination of selected topics in the American political, historical, and cultural context. Includes a two-unit study module, Foundations for Public Involvement, and two three-unit study modules, Domestic Policy Issues and International Policy Issues. Any term, limited enrollment. May be credited as free electives or as departmental units when accepted by individual departments.

POLS 345 • United States Foreign Policy (3)

A chronological and theoretical examination of U.S. involvement in international affairs focusing on the post-1945 period.

POLS 440 • Contemporary American Political and Social Thought (3)

Critical examination of selected contemporary works of social theory that have interdisciplinary perspectives. Books are selected for their significance in recent intellectual discourse about American life.

POLS 460 • Problems of the Third World (3)

An examination of the challenge and prospects of political, economic and social development in the Third World. Critical analysis of theories of underdevelopment and strategies for promoting development.

POLS 470 • Special Topics (1-3)

Experimental or occasional courses not offered on a regular basis. May be repeated for credit. Recent and prospective offerings include:

- a. Secrecy
- b. The Collapse of Communism
- c. Problems of the Third World

POLS 480 • Individual Studies (1-3)

Prerequisite: Consent of the instructor and division chair. May be repeated for credit.

POLS/INTB 482 • International Politics (3)

Examination of the concepts and principles of the international political system.

POLS 490 • Seminar (1-3)

Prerequisite: Consent of the instructor. Mutual investigation of one topic in political science of particular relevance to upper-division history and political science majors. May be repeated for credit.

DEPARTMENT OF PSYCHOLOGY

Douglas Degelman, Ph.D., Chair

MISSION: *The Department of Psychology seeks to enhance students' understanding of human nature. Proceeding from a Christian understanding of humans created in the image of God, the psychology major explores multiple perspectives of human nature, including cognitive, behavioral, biological, social-cultural, and spiritual. All students learn the skills necessary to conduct research and to evaluate carefully others' research, with the goal of increasing their understanding of human nature. Students interested in counseling are introduced to basic theories and methods relevant to providing counseling services. The psychology major prepares students either to secure employment immediately following graduation or to continue on to pursue advanced study in psychology or counseling at the graduate level.*

Five of Vanguard University of Southern California's Educational Targets and Goals are significantly addressed by the psychology department:

Intellectual Engagement: Students will learn to think critically and evaluate evidence rationally, both through the research component of the major (Introduction to Statistical Methods, Experimental Psychology, and Psychological Testing) and in each of the psychological perspectives examined (cognitive, behavioral, biological, sociocultural, and spiritual).

Spiritual Formation: Students will grapple with issues of integration of psychology and the Christian faith in a required core course (Psychology and Christianity) and as appropriate in all courses. As Christian scholars, the psychology faculty intentionally address issues of integration of psychology and the Christian faith.

Professional Excellence: Through required core courses, students will develop an understanding of cognitive, behavioral, biological, sociocultural, and spiritual perspectives of human nature. Students will develop the ability to communicate professionally the results of their learning and research clearly and effectively both through the research component of the major and each of the psychological perspectives that is studied. Students will apply what they have learned through Field Practicum experience, Psychology Teaching Internship, or Psychological Research.

Sociocultural Responsiveness: Students will learn to appreciate cultural diversity through the required sociocultural component of the psychology major and, as appropriate, in all courses. Additionally, students will learn to appreciate differences of race, ethnicity, gender, and age within the biblical vision of inclusiveness and the equal value of all people.

Responsible Stewardship: Through both required and elective courses, students will develop an appreciation for the value of the family and other meaningful relationships, and students will learn the importance of developing a lifestyle of personal health and well-being.

Psychology Major

Requirements	forty-six units
Survey of the Field	six units
PSYC 103 General Psychology	3 units
PSYC 320 Developmental Psychology	3 units
Research Component	ten units
SOCS 265 Introduction to Statistical Methods	3 units
PSYC 371 Experimental Psychology	4 units
PSYC 446 Psychological Testing	3 units
Psychological Perspectives	fifteen units
Cognitive: PSYC 449 Cognitive Psychology	3 units
Behavioral: PSYC 350 Theories and Principles of Learning or PSYC 420 Behavior Modification	3 units
Biological: PSYC 330 Physiological Psychology	3 units
Sociocultural: PSYC 324 Social Psychology or PSYC 334 Ethnic Issues in the Helping Professions	3 units
Spiritual: PSYC 377 Psychology and Christianity	3 units
Application	
PSYC 460 Field Practicum	three units minimum
or both PSYC 474 Psychological Research I and PSYC 475 Psychological Research II (with permission of the instructor)	8 units
Electives	twelve units
Four courses from the following list are commonly used to fulfill this requirement:	
PSYC 321 Adolescent Psychology	3 units
PSYC 324 Social Psychology	3 units
*PSYC 332 Abnormal Psychology	3 units
*PSYC 334 Ethnic Issues in the Helping Professions	3 units
PSYC 335 Social and Psychological Aspects of Aging	3 units
*PSYC 345 Theories of Personality	3 units
PSYC 350 Theories and Principles of Learning	3 units
PSYC 358 Human Sexuality	3 units
PSYC 359 Educational Psychology	3 units
SOCS 364 Intermediate Statistical Methods	3 units
PSYC 420 Behavior Modification	3 units
PSYC 440 History and Systems of Psychology	3 units
PSYC 450 Psychology Teaching Internship	3 units
PSYC 460 Field Practicum	3 units
*PSYC 462 Counseling Theories	3 units
*PSYC 463 Counseling Methods	3 units
PSYC 470 Special Topics	3 units
PSYC 474 Psychological Research I	4 units

PSYC 475 Psychological Research II	4 units
PSYC 480 Individual Studies	1-3 units
PSYC 490 Seminar	3 units

*Students considering graduate work in counseling psychology or clinical psychology are strongly encouraged to take the indicated courses.

An exit interview and Major Field Test are required of all graduating seniors. The Major Field Test is an objective, end-of-program test designed to assess the mastery of concepts, principles, and knowledge expected of students at the conclusion of the psychology major.

Psychology Minor

Students in other majors can complete a minor in psychology by taking the following courses:

Requirements	twenty units
PSYC 103 General Psychology	3 units
PSYC 320 Developmental Psychology	3 units
PSYC 332 Abnormal Psychology	3 units
SOCS 265 Intro to Statistical Methods	3 units
Electives in Psychology	9 units

One of the following is recommended as one of the electives:

PSYC 350 Theories & Principles of Learning	3 units
PSYC 420 Behavior Modification	3 units
PSYC 449 Cognitive Psychology	3 units

Twelve of the twenty-one units must be taken at Vanguard University.

Psychology Courses

PSYC 103 • General Psychology (3)

A survey of the fundamental concepts of psychology "through the eyes of faith." Among the topics surveyed are biological processes in development and behavior, perception, learning and memory, motivation and emotion, personality and adjustment, social behavior, and cultural diversity. (Prerequisite to all other psychology courses).

PSYC 291, 292, 293 • Special Topic (1-3)

A lower-division study of a special topic in psychology and may be repeated for credit.

PSYC/CFST/YLST 320 • Developmental Psychology (3)

Prerequisite: PSYC 103. An exploration of human development through the biological, behavioral, cognitive, sociocultural, and spiritual perspectives in a lifespan approach (from conception through death). The course is recommended early in the major and is a prerequisite for other psychology courses.

PSYC/YLST 321 • Adolescent Psychology (3)

Prerequisite: PSYC 103. A study of the period of life from puberty to the emergence from the teens, emphasizing the physical, mental, emotional, social, spiritual, and personality development of the individual. Diversity issues are considered.

PSYC/SOCI 324 • Social Psychology (3)

Prerequisites: PSYC 103, and SOCI 100 or ANTH 102. An examination of interpersonal behavior as it is influenced by social processes, culture, face-to-face interactions, and personality characteristics. Among the topics covered are interpersonal and group behavior in relationship to social values, diversity issues, norms, attitudes, roles, and social needs.

PSYC 330 • Physiological Psychology (3)

Prerequisite: PSYC 103. A study of human behavior in terms of the nervous system and its control of the activity of the muscles, glands, and the biochemistry of the body, with special emphasis on perception, sensory and motor functions, motivation, emotion, learning, and memory. Neurological impairment and disorders are examined.

PSYC 332 • Abnormal Psychology (3)

Prerequisites: PSYC 103 and 320. A study of sociocultural, spiritual, emotional, cognitive, and behavioral deviations with regard to description, patterns of development, measurement, and treatment methods.

PSYC 334 • Ethnic Issues in the Helping Professions (3)

Prerequisite: PSYC 103. Exposes students to the psychological literature relevant to becoming more culturally sensitive to diverse ethnic populations. It addresses the unique changes required to the traditional psychological counseling theories and counseling practices that are associated with helping individuals from various cultures. The course is applicable to students who intend to work with, minister to, or do clinical counseling with people of diverse ethnic and cultural backgrounds.

PSYC/SOCI 335 • Social and Psychological Aspects of Aging (3)

Prerequisite: PSYC 103. • An interdisciplinary and cross-cultural perspective on human aging. The physiology of aging and its psychological ramifications are explored, as is the sociology and spirituality of the older adult in contemporary society.

PSYC 345 • Theories of Personality (3)

Prerequisites: PSYC 103 and 320. A review and critical evaluation of the major personality theories and their supporting evidence.

PSYC 350 • Theories and Principles of Learning (3)

Prerequisites: PSYC 103 and declared psychology major. A survey of theory and research in learning and examination of the applications of principles of learning to contemporary settings. Among the topics covered are Pavlovian learning, operant learning, observational learning, generalization and discrimination, schedules of reinforcement, and aversive control.

PSYC/SOCI 358 • Human Sexuality (3)

Prerequisites: PSYC 103 and six units of upper-division psychology or sociology or consent of instructor. An overview of human sexual anatomy, physiology, gender identity, sex role development and expression, modes of sexual expression, sexual deviation, the meaning of sexuality within relationships, and ethical consideration.

PSYC/CFST 359 • Educational Psychology (3)

Prerequisite: PSYC 103. A study of the application of psychological theories and principles to education and teaching. Among the topics covered are learning, motivation, individual differences, classroom evaluation, and classroom control.

PSYC 371 • Experimental Psychology (4)

Prerequisites: PSYC 103, SOCS 265, and upper-division standing. An introduction to the experimental method including research design, data gathering, hypothesis testing, review of literature, and the writing of formal research reports.

PSYC 377 • Psychology and Christianity (3)

Prerequisite: PSYC 103. An examination of human nature from the perspectives of psychology and Christian belief. Among the topics covered are the relationship between mind, body, and soul; the nature of human freedom; Christian prayer; conversion; and the relationships between people's attitudes and their behavior.

PSYC 420 • Behavior Modification (3)

Prerequisite: PSYC 103. An examination of the applications of cognitive and learning theories to a broad range of problems and settings, including child rearing, education, psychotherapy, and industrial settings. Integration of theological aspects of therapy is also addressed.

PSYC 440 • History and Systems of Psychology (3)

Prerequisites: PSYC 103 and six units of upper-division psychology. A survey of the origin, development and decline of each major school of psychology from the ancient period to modern times, giving attention to the social and intellectual milieu from which the new approaches to the scientific study of humans emerged.

PSYC 446 • Psychological Testing (3)

Prerequisites: PSYC 103, SOCS 265. An examination of basic principles of construction, administration, scoring interpretation, and the use of psychological tests, including a study problems related to reliability and validity. The course also surveys the major types of psychological tests with emphasis on group instruments. Students are trained to administer, score, and interpret the Wechsler Adult Intelligence Scale-Revised (WAIS-R). Cultural biases of measures are also addressed.

PSYC 449 • Cognitive Psychology (3)

Prerequisite: PSYC 103. Addresses the study of human cognitive processes including perception, memory, problem solving, thinking, and hemispheric specialization. Cognitive aspects of psychological and learning disorders are also addressed.

PSYC 450 • Psychology Teaching Internship (3-4)

Open to seniors with a grade point average of 3.0 or above with approval of the department chair. Regular hours each week for classes and/or meetings are established at the beginning of the semester. Psychology Teaching Internship provides the student with the opportunity to assist an instructor in planning and conducting a course and/or laboratory sessions. The course may be repeated for a maximum of eight units.

PSYC/SOCI 460 • Field Practicum (2-4)

Prerequisite: PSYC 103 or junior or senior standing. Provides the student with experience in a social service agency such as an outpatient health facility, a community organization, or a social program, or through guided field research based on a prospectus of the student's design. The course may be repeated for credit.

PSYC 462 • Counseling Theories (3)

Prerequisites: PSYC 103, 320, and 345. An examination of the personhood of the counselor, the major theoretical counseling models, and the dynamics of effective behavioral change. The integration of biblical principles in counseling theories is introduced.

PSYC 463 • Counseling Methods (3)

Prerequisites: PSYC 462 and consent of the instructor. Building on PSYC 462, Counseling Methods emphasizes the development of skills used in counseling.

PSYC 470 • Special Topics (3)

Prerequisite: PSYC 103 and consent of the instructor. An upper-division study of a special topic in psychology. May be repeated for credit.

PSYC 474 • Psychological Research I (4)

Prerequisites: SOCS 265 and consent of the instructor. An examination of problems in advanced research and assessment, with an emphasis on research techniques. Research is carried out under the supervision of the instructor with weekly conferences to discuss results and direction. Offered in the Fall semester.

PSYC 475 • Psychological Research II (4)

Prerequisite: PSYC 474. Psychological research and assessment conducted in PSYC 474 will culminate in a written report and case study assessment where applicable. The APA paper will include literature review, methodology, results, and discussion. The research paper will be submitted for presentation at both a student and a professional conference. Offered in the Spring semester.

PSYC 480 • Individual Studies (1-3)

Prerequisite: PSYC 103 and consent of the instructor and division chair. This course is open to qualified upper-division students who wish to engage in an individually tailored program of study. May be repeated for credit.

PSYC 490 • Seminar (3)

Prerequisite: PSYC 103 and declared psychology major. Seminar investigates topics of particular relevance to upper-division psychology students. Professional development and career issues such as vita preparation and interview protocol are addressed. May be repeated for credit.



CCCU Study Programs

Students of Vanguard University of Southern California are eligible to participate in any of the study programs offered by the Council of Christian Colleges and Universities: the American Studies Program conducted in Washington D.C., the China Studies Program, the Latin American Studies Program, the Los Angeles Film Studies Program, the Middle East Studies Program, the Oxford Honors Program, the Russian Studies Program, the Oxford Summer School Program and the Summer Institute of Journalism.

American Studies Program (ASP)

Founded in 1976, the American Studies Program has served hundreds of students from Council member institutions as a "Washington, D.C. campus." ASP uses Washington as a stimulating educational laboratory where collegians gain hands-on experience with an internship in their chosen field and explore pressing national and international issues in public policy seminars which are issue-oriented, interdisciplinary and led by ASP faculty and Washington professionals. Internships are tailored to fit the student's talents and aspirations and are available in a wide range of fields. ASP bridges classroom and marketplace, combining biblical reflection, policy analysis and real-world experience. Students are exposed to on-the-job learning that helps them build for their future and gain perspective on the calling of God for their lives. They are challenged in a rigorous course of study to discover for themselves the meaning of Christ's lordship in putting their beliefs into practice. The aim of the program is to help Council schools prepare their students to live faithfully in contemporary society as followers of Christ. Students earn 16 semester hours of credit.

China Studies Program (CSP)

The China Studies Program, beginning in the Spring of 1999, allows students to engage this large and intriguing country for the inside. While living and experiencing Chinese civilization firsthand, students participate in seminar courses on the historical, cultural, religious, geographical and economic realities of this strategic and populous nation. In addition to the study of standard Chinese, students will assist Chinese students learning English, allowing for one-on-one interaction. The program seeks to introduce students to the diversity of China, including Beijing, Shanghai and Xi'an. This interdisciplinary, cross-cultural program of study enables Christian students to deal with this increasingly important part of the world in an informed, Christ-centered way. Students earn 16 semester hours of credit.

Latin American Studies Program (IASP)

Students of Council member colleges have the opportunity to live and learn in Latin America through the Latin American Studies Program, based in San José, Costa Rica. The program seeks to introduce students to as wide a range of Latin American experiences as possible through the study of language, literature, culture, politics, history, economics, ecology and religion of the region. Living with a Costa Rican family, students experience and become a part of the day-to-day lives of typical Latin Americans. Students also participate in a service opportunity and travel for three weeks to nearby Latin American nations. Students participate in one of four concentrations: Latin American Studies (offered both Fall and Spring terms); Advanced Language and Literature studies (limited to Spanish majors and offered both Fall and Spring terms), International Business and Management

(offered only in Fall term) and Tropical Sciences (offered only in Spring term). Students in all concentrations earn 16 semester hours of credit.

Los Angeles Film Studies Center (LAFSC)

The Los Angeles Film Studies Center is designed to train students of Council member institutions to serve in various aspects of the film industry with both professional skill and Christian integrity. Students live, learn and work in the Los Angeles area near major studios. The curriculum consists of two required seminars focusing on the role of film in culture and the relationship of faith to work in this very important industry. In addition, students choose two elective courses from a variety of offerings in film studies. Internships in various segments of the film industry provide students with hands-on experience. The combination of the internship and seminars allow students to explore the film industry within a Christian context and from a liberal arts perspective. Students earn 16 semester hours of credit.

Middle East Studies Program (MESP)

The Middle East Studies Program, based in Cairo, Egypt, allows Council students to explore and interact with the complex and strategic world of the modern Middle East. The interdisciplinary seminars give students the opportunity to explore the diverse religious, social, cultural and literary traditions of Middle Eastern people. In addition to seminars, students study the Arabic language and work as volunteers with various organizations in Cairo. Through travel to Israel, Palestine, Jordan and Turkey, students are exposed to the diversity and dynamism of the region. The MESP encourages and equips students to relate to the Muslim world in an informed, constructive and Christ-centered manner at a time of tension and change. Students earn 16 semester hours of credit.

Oxford Honors Program (OHP)

Honors and other highly qualified students of Council member institutions have the exciting opportunity to study in England through an interdisciplinary semester at Oxford University. The rigorous academic program, aimed at increasing critical thinking skills and scholarship from an integrated Christian perspective, allows participants to choose from a wide variety of tutorial study programs in numerous disciplines, including the arts, religion, history, literature and philosophy. In addition to two Oxford tutorials, students participate in a seminar and an integrative course through which they produce a scholarly project or term paper. Field trips provide opportunities for experiential learning in England's rich historical setting. Students earn 16 semester hours of credit.

Russian Studies Program (RSP)

RSP students are exposed to the depth and diversity of Russian culture during a semester spent in Russia's three largest cities: Moscow, St. Petersburg and Nizhni Novgorod. In addition to three seminar courses entitled History and Sociology of Religion in Russia, Russian Peoples, Cultures and Literature, and Russia in Transition, students receive instruction in the Russian language, choosing either four or six semester hours of language coursework. For those opting for four hours of Russian, a seminar course entitled International Relations and Business in Russia is available. The RSP strives to give students as wide an experience as possible in this complex nation, beginning with time in Moscow, the heart of both medieval and modern Russia. Students then spend 12 weeks in Nizhni Novgorod, a strategic city on the Volga River. After six weeks of language instruction,

students live with a Russian family for the remainder of the stay in this city. Students also participate in a service opportunity in Nizhnil Novgorod. The program concludes with a week spent in the complex and intriguing city of St. Petersburg, the Russian "window to the West." Students generally earn 16 semester hours of credit.

Oxford Summer School Program

The summer equivalent of the Oxford Honors Program allows students of Council member institutions to spend a Summer term studying at the Centre for Medieval and Renaissance Studies (CMRS) of Keble College at Oxford University. The program includes multi-disciplinary study of the Renaissance and Reformation through examination of philosophy, art, literature, science, music, politics and religion of early modern Europe in a choice of lectures, seminars and field trips. Students earn 6-9 semester credits, which are administered directly to members institutions by CMRS.

Summer Institute of Journalism (SIJ)

Council campuses are invited to choose two student journalists to apply for this four-week, all-expenses-paid experience in Washington, D.C. Fifteen students are selected to participate in the institute, which lasts from mid-May to mid-June. The Institute blends classroom experience with hands-on work and is an excellent opportunity to learn through lectures and panels with leading journalists who share a strong Christian commitment. Participants also participate in seminars taught by communications professors from Council member institutions, take part in field trips, and complete workshop projects for local newspapers. The course provides valuable insight and training in gathering and writing news, editing copy and designing layout. The Institute seeks to develop students as Christian journalists – exhibiting both professionalism and legal/ethical integrity. Students generally earn 4 semester hours of credit.

CINCEL Semester Abroad Program

The CINCEL language school (Centro de Investigaciones Cultural y Estudios Lingüísticos), located in San José, Costa Rica, is an intensive Spanish study program. Students who demonstrate a commitment to the study of academic Spanish, an intermediate to advanced level of competence in the Spanish language, and who are enrolled full time at VUSC may receive college credit. Students taking courses other than intensive language study will be granted unit hours at the rate of one unit per fifteen hours of class time.

Summer Study Tours

The College offers Summer study opportunities through a botany field trip to Yosemite National Park, an archaeological trip in the Middle East, and a study tour to VUSC's Costa Rica Study Center in that country's capital city, San José.





The Graduate School

Roger Heuser, Ph.D., Dean of the Graduate School

- **Mission of the Graduate School**
- **General Information**
- **Graduate Program in Clinical Psychology**
- **Graduate Programs in Education**
- **Graduate Programs in Religion**
- **Oxford Centre for Mission Studies**

MISSION: *The Graduate School of Vanguard University of Southern California is a community of student and faculty scholars who advance the theory and practice of disciplines relating to the following programs of study: 1) clinical psychology; 2) education; and 3) religion.*

We believe that persons, who experience broken relationships and other psychological suffering, deserve competent counselors who themselves are on a journey of continual spiritual growth. We also believe the children and youth of our world deserve the most competent, caring and reflective teachers, who model integrity and inspire lifelong learning. Finally, we believe that providing servant leaders for congregations and other faith based communities will bring about a transformation that offers people hope and courage for the future.

What makes our graduate school distinctive throughout these disciplines is our resolve to achieve the highest quality of learning, our commitment to bring out the best of creative scholarship in one another, and our desire to be a community that integrates Christian spirituality with the heart and mind. We are committed to nurturing the process of learning whereby personal insight and breakthroughs will result in a commitment to action.

We hope you will explore these graduate programs and consider becoming one of our graduates who will make a positive difference in the world.

Graduate Program in Clinical Psychology

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CALENDAR 1999-2000

Fall Semester 1999

Feb 18	Application Deadline for Fall 1999 Semester Admission
Aug 20	New Student Orientation
Aug 25	Classes Begin, Wednesday
Oct 16	Informational Meeting for Graduate Clinical Psychology Program
11	Columbus Day Holiday, Monday
Nov 24	Application Deadline for Spring 2000 Admission
Nov 25, 26	Thanksgiving Holiday, Thursday & Friday
Nov 29	Registration Mail-in Deadline for the Spring 2000 Semester
Dec 3	Informational Meeting for Graduate Clinical Psychology Program
Dec 20-24	Offices Closed for Christmas Holiday, Monday-Friday
Dec 31	New Year's Day Holiday (Observed), Friday

Spring Semester 2000

Jan 10	New Student Orientation, Spring '00
Jan 12	Classes Begin, Wednesday
Jan 17	Martin Luther King, Jr., Holiday, Monday
Feb 21	Presidents' Day Holiday
Apr 21	Informational Meeting for Graduate Clinical Psychology Program
May 4	Graduation Banquet
May 26	Informational Meeting for Graduate Clinical Psychology Program

Summer Sessions 2000

June 30	Application Deadline for Fall 2000 Semester Admission
July 15	Registration Mail-in Deadline for the Fall 2000 Semester

Fall Semester 2000

Aug 21	New Students Orientation
Sept 4	Labor Day Holiday
Oct 1	Application Deadline for 2001 Spring Admission
Oct 9	Columbus Day Holiday
Nov 23, 24	Thanksgiving Holiday
Nov 27	Deadline for Spring 2001 Mail-in Registration (in time for bursar statement)
Dec 25-29	Offices Closed for Christmas Holiday

Spring Semester 2001

Jan 1	New Year's Day Holiday
Jan 9	New Students Orientation
Jan 15	Martin Luther King Holiday
Feb 19	Presidents' Day Holiday
May 4	Graduation Banquet

From the Director

WELCOME from the Graduate Program in Clinical Psychology at Vanguard University of Southern California. The goal of the Graduate Program in Clinical Psychology is to incorporate graduate students with a Master of Science degree into a community of Christian scholars and counselors that will effectively assist children, adolescents, adults and families toward healthy living. Graduate students within our program are exposed to courses from a multidisciplinary approach integrating theory, research and practice within the areas of psychology, counseling, psychiatry, sociology and theology. Students have the freedom to focus some of their training to fit their professional needs and aspirations. Clinical training experiences offered to current students include County of Orange Mental Health Agencies, Student Counseling Center, Eli House, individual private practice settings, and various locally funded programs.

Our program is also in a positive transitional phase. We offer a flexible delivery system for full-time and part-time students, and we have both Fall and Spring admission dates. Interdisciplinary clinical training in religion, education, criminology and gerontology is a highlight of our revised curriculum.

We are excited about the possibilities and vision for the future. Please feel free to contact me or Cynthia Ortiz, Program Coordinator, directly. We look forward to hearing from you.

Blessings,

Marty Harris, Ph.D., Director of the Graduate Program in Clinical Psychology

Dr. Marty Harris, Director: 714.556.3610 ex. 409 Mharris@vanguard.edu
Cynthia Ortiz, Coordinator: 714.556.3610 ex. 350 Cortiz@vanguard.edu
Learn about us through our web site: <http://www.vanguard.edu/gradpsych>

MISSION: *The Graduate Program in Clinical Psychology seeks to: provide a quality educational experience; integrate faith and profession within all areas of psychology and models of counseling; emphasize families, children and adolescents, especially those who have been abused; and employ faculty who are professionals committed to Christian excellence, spirituality and community. Thus, students will be prepared to: pursue doctoral degrees; work effectively within a variety of therapeutic settings; and be prepared for future professional licensing exams.*

Academic Foundation

The academic foundation for the Graduate Program in Clinical Psychology is an intellectual understanding that God expects our best. Therefore, we strive to be consistent in the excellence and quality of the academic regime. The Graduate Program in Clinical Psychology is accredited by the Western Association of Schools and Colleges (WASC).

Successful completion of the Master of Science (MS) degree will prepare students for numerous options. The M.S. Degree will allow a competitive application to doctoral programs in clinical psychology, marriage and family, counseling and education. The degree of Master of Science in

Psychology with a Marriage and Family Therapy (MFT) emphasis will also allow this to be a terminal degree. The MFT emphasis fulfills all academic requirements that are set forth by the California Board of Behavioral Sciences, which are needed to seek licensure as a Marriage and Family Therapist.

Theological Foundation

The theological foundation for the Graduate Program in Clinical Psychology is a Christian understanding of God, human nature, families, relationships, and God's redeeming compassion for humankind. The redeeming compassion of God infuses grace, hope and insight into the counseling encounter. Redemption signals the truth that people are capable of change through outside intervention if that assistance is accepted, internalized and experienced in their daily lives. Counseling is designed to tilt the scales in favor of a client experiencing the redemptive side of life despite the reality of human brokenness.

Professional Foundation

The professional foundation for the Graduate Program in Clinical Psychology is a practical understanding of the ethical, legal, economic and educational requirements necessary in order to pursue a clinical, counseling, academic or research career. The graduate experience is designed not only to help students learn more about psychology in order to fulfill their desire to counsel people in need, but also to begin their own professional development. The curriculum is designed to enable students to work in secular as well as religious settings.

ACADEMIC POLICIES

Admission Information

All applicants are encouraged to make application in accordance with the following approximate dates. Exceptions to the calendar of dates will be considered on an individual basis.

Fall Semester Admission...June 1
Spring Semester Admission...October 1
Summer Session Admission...March 1

Registration

When a student has been accepted into the graduate program, he or she may register and sign up for classes by mail. A registration packet containing the necessary forms and registration deadlines will be sent to the student's address of record. Those documents are to be returned to the prospective Program Office for immediate action. After the Records Office has processed the registration forms, the student may request a computer-generated record of the courses and tuition charges for which the student is officially enrolled.

Students may also register in person on regular registration dates (refer to the Program Calendar). At registration, the student may request a detailed record of current registration activity. Carefully review the information and contact the Program Office immediately if there are any inaccuracies. The registration process also includes financial registration. Deadlines for each semester are listed in this catalog, and are included in each semester course schedule. Financial registration is

complete only when the student has reached an agreement with the Business Office regarding method of payment (payment in full, or a signed contract) for tuition and other related costs. A late fee will be applied if registration has not been completed by the official deadline as specified. Credit will not be granted until the registration process is complete.

It is important to maintain active status in a degree program. To do this, the student will register for one or more courses or file a "leave of absence" for each inactive semester. If the student neglects to register or file, he or she will be required to apply for readmission.

Late Registration

Students may register for courses up to two weeks after the start of a semester with the permission of the Program Director, student's academic advisor and professors. This arrangement may require individual studies and conference courses. The University reserves the right to refuse late registrations.

Credit for concurrent enrollment at any other institution requires prior approval by the Director.

The University reserves the right to cancel any course that has inadequate enrollment.

Requirements

The admission packet contains detailed information on the following admission requirements:

- Completed Bachelor's degree from a regionally accredited college or university. (Applicants from an institution accredited by the American Association of Bible Colleges will be evaluated on an individual basis.)
- Letters of recommendation
- Official transcripts
- Statement of Purpose
- Autobiographical statement

Scheduling Courses

Many graduate students are adult learners who work full time. Therefore, the Graduate Programs make every attempt to schedule courses at times that will facilitate progress in the degree program. Most courses will be scheduled in three-hour blocks, afternoon or evening, once a week. Other courses will be scheduled for several weekends during a given semester. In most cases, students should be able to carry a full load, and still limit travel time to and from campus.

The Graduate Record Exam (GRE) is not required for admission into the graduate program and is not considered in evaluating applications. However, specific financial aid grants for students interested in pursuing a teaching career do require a particular cut-off score on the GRE. Check with Financial Aid for details.

Prerequisites

Required prerequisite courses:

- Introduction to Statistics
- Counseling Theories (preferred), Clinical Psychology or Clinical Sociology
- Psychopathology or Abnormal Psychology
- Personality Theories
- Developmental Psychology or Human Development
- New Testament Survey or Old Testament Survey

Recommended prerequisite course:

Field Practicum

Prerequisite courses for the Graduate Program in Clinical Psychology are selected to enable all students to enter with a similar foundational background and to have the best opportunity to succeed. Since information in the social sciences changes at a rapid pace, it is important for prerequisite courses to be based upon current knowledge.

Transfer of Credits

Students transferring from an accredited graduate program may transfer a maximum of six (6) unit hours when the courses transferred are equivalent and have direct applicability to the student's program design. A transfer request must be approved by the Director of the Graduate Program in Clinical Psychology must be prior to admission. All core courses must be taken at Vanguard University. This transfer policy applies only to students in Regular Standing at the time of their admission.

Classification of Students

Regular Standing Students who meet all of the requirements for entrance into the program and who are admitted without reservation, are granted Regular Standing in the Graduate Program in Clinical Psychology.

Provisional Standing Students who intend to obtain a Master of Science degree in Clinical Psychology but have not met all of the admission requirements of the program may be eligible for admission as a student with Provisional Standing. Such admission is at the discretion of the Graduate Program in Clinical Psychology Admissions Committee and the Program Director. Move to Regular Standing will be considered after all undergraduate course prerequisites are completed with a letter grade of "B" or better and/or after demonstrating the ability to do graduate level work by completing all required 600 level classes with a "B" or better letter grade in each course.

Provisional standing students must submit a Change of Status form requesting Regular Standing. This form must be completed prior to the beginning of the semester they are seeking regular standing. It is the responsibility of the student to complete all required paperwork. The student's mentor and Program Director will evaluate this request. Students can either be recommended for Regular Standing or dismissed from the program if they have failed to meet the requirements for Regular Standing.

International Standing International students must have a Certificate of Eligibility (for non-immigrants "F-1" Student Status – form 1-20) in order to attend Vanguard University. Certificates will be issued when the international student (a) completes the admissions process, (b) is accepted by Vanguard University, (c) submits financial certification showing financial sponsorship for the duration of planned study, and (d) has a semester's tuition and living costs deposited with the University. International students must maintain six (6) graduate level units of non-repeatable courses each semester and renew the 1-20 forms annually for any travel outside of the United States. To become eligible for transfer to another college, the form 1-538 must be submitted to and approval must be obtained from the Immigration Department in Los Angeles.

Application Process

To request an application or more information, please contact us by telephone at 714.556.3610 ext. 350; online at www.vanguard.edu/gradpsych.

When submitting an application, a non-refundable \$30.00 application fee is required. Once all supporting information has been received and the application is complete, the Graduate Psychology Admissions Committee will review your application. Finalists are invited for an interview. All applicants are evaluated without regard to race, gender, age, political affiliation, national origin or disabling conditions. Both Fall and Spring admissions are available.

PROGRAM POLICIES

Mentoring and Academic Advisors

Graduate students are assigned a faculty member who will serve both as their mentor and as academic advisor. The mentoring process is highly valued and students spend individual as well as small group time on a regular basis with their mentor. It is anticipated that this relationship will be meaningful and beneficial as the graduate student is able to have one-to-one attention and interaction. The academic advising process, which is done by the student's academic advisor in conjunction with the Director and the Coordinator, will assist the student in the planning of academic curriculum.

Advance to Candidacy

Degree bound students must officially be advanced to candidacy status prior to degree confirmation. Neither admission to the Master of Science program nor completion of required 600 level course work automatically advances a student to candidacy for the Master of Science Degree. Advancement to Candidacy occurs at the end of the semester in which all required 600 level course work is completed.

To be eligible to apply for Advancement to Candidacy students must:

- Be a student in Regular Standing. If student previously had Provisional or Probationary Standing, all conditions or deficiencies which had led to such standing must have been rectified.
- Make application for Advancement to Candidacy during the semester the student is scheduled to complete the required 600 level course work. Forms for this purpose are available in the Graduate Psychology office.

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- Achieve a cumulative grade point average of 3.0 or higher on all 500 and 600 level graduate course work required for the degree, with no more than one "C+" grade.
 - Be recommended for advancement by their mentor/academic advisor.
 - Students opting for a thesis as their Final Project: Present an approved prospectus. Thesis prospectus must be submitted for approval to the student's mentor, thesis advisor and program director and should include (a) Topic, (b) Title, (c) Abstract, (d) Outline of thesis research project, and (e) Timeline for completion.

The Advance to Candidacy Committee will make the final decision on the application for candidacy by determining whether the student displays:

1. Academic and professional ability in the program.
2. Preparation which constitutes a satisfactory foundation on which to complete the program.
3. A proposed course for future study, which has sufficient merit to warrant approval.
4. Necessary research skills, professional attitudes, value priorities and qualities of mind to justify continuation of study toward the Master of Science degree.

Students will be notified of the decision made on their application by the Advance to Candidacy Committee. Students who were found ready for advancement will have their application presented to the Graduate Academic Affairs Committee by the Director of the Graduate Program in Psychology. Students who were not advanced may petition to the Graduate Academic Affairs Committee, chaired by the Dean of the Graduate School.

Final Project

In order to fulfill graduation requirements a student must successfully complete a final project. The student may choose a Thesis, Oral Exam or Case Presentation. The Exit Project class, along with the Program Director and/or student's mentor, will provide specific information about each option. Completion of final project will be during the semester in which the student intends to graduate.

Didactic Therapy

It is anticipated that personal issues will arise for students in a graduate program in psychology. Therefore, students are strongly encouraged to be involved in their personal therapy concurrent with their class work. Students are expected to seriously consider and discuss with their mentor the possibility of being involved in either a. Thirty (30) hours of individual therapy or b. Twenty (20) hours of individual and twenty (20) hours of group therapy during the course of their graduate training.

Time Limit for Program Completion

All academic work for the Master of Science degree must be completed within five (5) years from the date of official admission into the Graduate Program in Clinical Psychology. Time spent on leave of absence is calculated into that five (5) year limit. Any exceptions to the limit must be approved by the Graduate Psychology Director.

Student Load

Full-time. A full-time academic load at the graduate level is ten (10) unit hours or more per semester, pending specific program requirements. Students may not enroll for more than seventeen (17) unit hours in a regular semester without the approval of the Director of the Graduate Program in Psychology.

Part-time. Three-year and four-year part time schedules are available. A student's academic load may vary according to their specific track and to their standing in the program. The Director may allow deviations to the anticipated unit load in consideration of specific needs of a student.

Course Numbering System

Academic units at the graduate level are measured in semester hours. All graduate psychology courses are numbered at the 500, 600 or 700 level.

Grading Policy

Grading is on a 4.0 system. Plus and minus grades may be given.

GRADE	MEANING	GRADE POINTS
A	Superior	4.00
A-	Exceptional	3.67
B+	Very good	3.33
B	Good	3.00
B-	Fair	2.67
C+	Unsatisfactory	2.33
C	Failing	2.00

While a maximum of six (6) units of equivalent course work may be transferred in from other graduate institutions, grade point averages are determined only based on courses completed at Vanguard.

Grade Requirements

Students in the Master of Science Degree program must maintain a "B" (3.0) grade point average throughout the program. Any grade below "B" is considered below minimal performance and indicates that improvement is required. No more than one "C+" grade may be applied toward the Master of Science in Psychology degree. Grades of "C-" and below remain on the permanent record of students.

A "C" grade is not acceptable for any of the course work in the program. Students are placed in Probationary standing if they receive a grade of "C" or lower. If student receives a second grade that is below a "B", they will be required to meet with the Director of the Graduate Program in Psychology to determine whether continuation in the program is warranted.

Class Schedule Changes

Students are responsible for the classes selected at registration. Changes may be made thereafter only by filing a Request to Add/Drop Course form in the Records Office. There is no automatic dropping of courses resulting from a student's failure to attend class sessions. Grade given for class depends upon date of official drop.

Classes on Regular Semester Calendar

If a class is dropped during weeks 1-4 of semester, no notation of class will be made on student's transcript. If class is dropped during weeks 5-8, a grade of "W" will be on transcript. If class is dropped in week 9 or later, a grade of "F" will be on transcript.

Classes on Non-traditional Calendar

If a class is dropped prior to the end of the first quarter of the total number of class hour sessions, no notation of class will be made on transcript. If a class is dropped prior to the end of the second quarter of the total number of class hour sessions, a grade of "W" will be on transcript. Unless professor is aware of extenuating circumstances beyond the control of student and is willing to grant a "WP" or "WF," any class which is dropped after the second quarter of class hours and prior to the last class hour session will result in a grade of "F" on the transcript.

Student Status Change

Leave of Absence

Students who find it necessary to interrupt the regular sequence of enrollment are expected to file notice of an official "Leave of Absence." Forms are obtained from the Graduate Psychology Program office. Time spent on leave of absence is included in the five-year time limit for graduate course work.

Withdrawal From the Program

Students contemplating withdrawal from the Graduate Program must arrange a conference with the Program Coordinator. If a student finds it necessary to withdraw from the Graduate Program during a regular academic term, an official withdrawal from all classes is necessary. A withdrawal becomes official upon presentation of an appropriately completed and signed "Application for Official Withdrawal" form to the Records Office. Students who follow the proper procedures in withdrawing due to justifiable personal circumstances will be classified as having "withdrawn in good standing." The tuition refund policy (as explained in "Refunds," Financial Policy section) will be observed in cases of official withdrawal from the Graduate Program in Psychology. Students who fail to withdraw officially will automatically be given a grade of "F" (failure) by the professors for each class, thereby leading to possible future problems when applying for readmission or in transferring units to other graduate institutions.

Re-admission

If a student applies for re-admission after withdrawing from the program or a leave of absence, that returning student is subject to any new or changed academic regulations and program requirements in effect at the time of their re-admission. Students who have been absent from the Graduate Program in Psychology for two consecutive semesters must submit an Application for Re-admission to the Graduate Psychology Program.

GRADUATION REQUIREMENTS

Students pursuing the Master of Science degree in Clinical Psychology from Vanguard University are required to satisfy the following graduation requirements:

1. Successful completion of 49 semester units in the Graduate Psychology program with a minimum cumulative grade point average of "B" (3.0), and with no more than one (1) course grade of "C+" or lower counting toward the degree.
2. A minimum residence of four academic semesters.
3. Successful completion of a minimum of 150 hours of approved practicum placements.
4. Advancement to Candidacy.
5. Successful completion of Final Project.
6. The filing of all necessary forms in accordance with the timetable provided by the Graduate Program in Psychology.
7. Successful completion within the maximum allowed time limit of five (5) years of all degree requirements that were in effect at the time of student's entrance into the program.
8. Settlement of all financial obligations to Vanguard University.

Application for Graduation

An application for graduation must be obtained from and filed with the Registrar's Office during the first week of the student's final semester in which the degree will be granted. Students who have filed an application for graduation and do not complete their requirements by the projected date of completion are required to file again in a later semester.

Awarding of Degree

Degrees are formally awarded at the end of the Fall, Spring and Summer sessions. The degree is posted on the transcript on the last day of the semester or Summer session in which the graduation requirements were met. Commencement exercises are held annually at the end of the Spring semester.

FINANCIAL INFORMATION

Financial Responsibility

Please remember that the payment schedule for program tuition and fees is a part of the registration process each semester. Late registration will result in additional fees. Tuition is payable on or before the beginning of each semester. The Business Office will arrange a payment schedule with each student. Students are encouraged to plan their financial affairs on a school year basis. Contact the prospective Program Office for information regarding available financial assistance, deadlines,

etc. Resident students will be assigned an on-campus mailbox where they will receive notices of all business transactions from the Business Office. Students living off-campus will receive all business correspondence at their address of record.

Educational Expenses

Payment of educational costs should be considered well in advance of registration. The essential costs are published prior to each new year and are available to students and parents so that proper preparation may be made. Financial arrangements are made with students individually, and each student is responsible for keeping his or her student account current. For a complete list of tuition, fees, and charges, please refer to the current course schedule. The University reserves the right to change tuition, fees, and/or charges without advance notice, should conditions so warrant.

Payment of Education Costs

Since the essential costs (tuition, room, board) are known in advance, students should make arrangements prior to registration to handle their account in accordance with university policies and the individual's resources. The Financial Aid Office exists to assist the student in planning and procuring funds for educational costs. Students should pursue all forms of financial assistance through the Financial Aid Office.

The semester charges are due and payable on or before registration. Only financial aid from authorized and approved loans, scholarships, and other forms of student aid will be used in determining cash payment requirements. All such student aid is administered through the Financial Aid Office. Educational costs may be financed through the student's own bank, credit union, or other financial institution.

The University offers three payment options. Prior balances must be paid in full. Payment option arrangements should be made prior to registration:

- 1) **Payment in full**-consisting of the amount not covered by grants and scholarships-must be made by the financial registration deadline of August 15 for Fall and the day prior to when classes begin for Spring. If Stafford or PLUS loans will be used to pay for semester charges, this option may not be used.
- 2) **Enrollment with Tuition Management System's (TMS)** annual ten-month payment plan. A budget is set up with this outside agency based on estimated charges less estimated financial aid (including loans) for the entire school year. The first payment must be received by TMS no later than July 20 of each year to enroll in this option. There is a \$100.00 enrollment fee for this plan. A budget must be approved and a contract signed with the Business Office each semester by the appropriate deadlines. All prior balances must be paid to be eligible for this option. Information regarding this option is mailed in June by TMS to all registered and prospective students.
- 3) **After the prior balance is paid in full, The Standard Option** is for at least 70% of the total semester charges plus any prior balance to be covered by financial aid or cash payment by the financial registration deadline of August 15 for Fall and the day prior to when classes begin for Spring. The remaining 30% is payable in three monthly payments due the 15th of the following three months. This payment option is subject to interest of .83% per month on the unpaid portion of the student's account. A contract must be signed with the Business Office by the appropriate deadline.

Tuition Scholarships

Additional information and application forms for Tuition Scholarships are available through the Graduate Psychology Program office. The application form must be submitted to the Graduate Psychology department, while the administration of scholarship funds and all other applicable state and federal assistance will be handled through the Financial Aid Office.

Director's Scholarship. Each year a varying amount of money is divided among all graduate students in the program.

Application: Available through Graduate Psychology office
Qualifiers: Graduate Psychology student
Scholarship limit: Variable from \$1,000 - \$3,000

Dr. Fred Greve Scholarship. Dr. Fred Greve a retired, well-respected Psychology Professor at Vanguard University, viewed psychology as a tool God could use to help free people. Vanguard University has established a scholarship fund in his name to assist students in the Graduate Psychology Program.

Application: Available through Graduate Psychology office
Qualifiers: Graduate Psychology student
Scholarship limit: \$500 (A student may receive this scholarship only once)

Lillian Wilder Scholarship. This scholarship assists Graduate Psychology students of color. Since the amount of this scholarship is limited, it is recommended it be used in conjunction with other loans and grants. This scholarship is awarded for one year of graduate study and is not automatically renewed.

Application: Available through Graduate Psychology office
Qualifiers: Graduate Psychology student; priority to first year students
Scholarship limit: Variable

Bryan S. Smith Scholarship. Students in Graduate Psychology are eligible to apply. This scholarship exists to advance scholarship and evangelism in areas related to the Spanish-speaking world.

Application: Available through Graduate Religion office
Qualifiers: See Graduate Religion
Scholarship limit: See Graduate Religion

Graduate Teaching/Research Assistantships. Up to three Graduate Student Teaching/Research Assistantships are available. Students should discuss their interest in applying for one of the assistantships with their faculty mentor who will make a recommendation to the Program Director.

Application: Available through Graduate Psychology office
Qualifiers: Graduate Psychology student

Completion of Advancement to Candidacy

Minimum of 3.0 cumulative GPA in all graduate courses

Expectation to apply for further graduate study at the doctoral level

Scholarship limit: \$2,000 - \$3,000

Health Insurance

Health insurance, which includes spousal and dependent coverage for domestic and international students, is available while enrolled in our degree programs. A brochure that describes the plan in detail is available and can be obtained at the office of the Vice President for Business and Finance.

Federal regulations require the University to make certain that international students obtain valid health insurance. In order to comply with these regulations, the University purchases health insurance for all international students and bills student accounts at the beginning of each semester.

Refund Policies

The following refund schedule applies to tuition, room, board, residence life, student services, and unused course fees when withdrawal for the program or course load reduction is necessary.

Fall 1999

Withdrawal by September 3	100%
Withdrawal by September 24	90%
Withdrawal by October 22	25%
Withdrawal after October 22	0%

Spring 2000

Withdrawal by January 21	100%
Withdrawal by February 11	90%
Withdrawal by March 10	25%
Withdrawal after March 10	0%

For withdrawal from an unusual calendar course, contact the Business Office for a concise refund calculation.

First semester students (excluding VUSC B.A. alumni) who receive Federal aid are eligible for a pro-rata refund on all charges. See Financial Aid Office for calculation.

All refund calculations will be based on the date the Add/Drop form is received in the Records Office.

Transcripts

Two transcripts of credit are furnished free to current or former students. For each additional transcript there is a non-refundable fee (to research student's records), as indicated in the fee schedule on the "Tuition and Educational Costs" listing. The fee must accompany each request for transcript(s). A transcript will not be issued to or on behalf of, any individual who has a past due financial obligation (including Federal loan programs) to the University. Remittance on past due balances should be made in cash (certified check or money order).

Books

Course required books and other printed materials may be purchased at the University Bookstore (with cash, check or major credit cards). Books can be shipped to students when an order is called to the University Bookstore and paid with a major credit card.

Veteran's Benefits

Vanguard University of Southern California is approved for training under the provisions of all applicable regulations of the Veterans Administration and the California State Department of Veterans Affairs.

Generally, a veteran receiving benefits under the provisions of the "Old G.I. Bill" is entitled to benefits for 45 calendar months. The veteran educational benefit provided expires ten (10) years from the date of separation from active duty. Post Vietnam Era veterans' benefits are based on the amount contributed during active duty in the service. Upon acceptance to the University, veterans apply for benefits by presenting a copy of Form DD-214 (separation papers) to the Veterans Advisor in the Records Office. Upon acceptance by the University, those students applying for veterans' benefits under the "New G.I. Bill" may do so by submitting a Notice of Basic Eligibility to the Veterans Advisor in the Records Office.

Satisfactory Academic Progress

Continuation of all forms of financial aid requires satisfactory academic performance. Students should consult the Financial Aid Office for specific information concerning academic standards and other regulations that govern their particular scholarship, grant or loan.

Financial Aid

IMPORTANT NOTE: Financial Aid is not automatically renewed from year to year. Financial Aid applications must be submitted each year. The "PRIORITY" DEADLINE FOR FINANCIAL AID IS MARCH 2 OF EACH YEAR.

Classification of Students for Financial Aid: Admission standing in the credential, certificate or degree program may affect eligibility status for Federal and/or institutional aid. Special standing students are not eligible for institutional and/or federal aid. Please see your financial aid counselor for further details.

STUDENT LIFE

Program and Information

The Student Life Program of Vanguard University of Southern California exists to serve and support both the undergraduate and the graduate students in all non-academic aspects of university life. Creating an environment that is conducive to spiritual growth, scholastic success and social development is the on-going goal of the program. Our professional staff is committed, and work closely to assist students in various aspects of student life.

Student Guidance

All graduate students will benefit from working closely with their assigned academic advisors and Program Directors in matters of academic guidance and vocational goals. The Director of Campus Ministries and other professional staff of the Student Life Center are available for personal and family counseling, spiritual needs, and so on.

Student Housing

The University provides comfortable accommodations in a home-like atmosphere at a reasonable cost. All our residence buildings are under the supervision of a Residence Director who is amenable to the Vice President of Student Affairs. In addition, the residence staff and assistants are model students, and strive to create a vibrant social environment. Requests for student housing should be

directed to the Student Life Center.

Campus accommodations are normally closed to students during the summer and vacations. Students can apply for summer residency if enrolling in summer classes through the Student Life Office, or through the Facilities and Guest Relations Office.

- **Single Students.** All rooms in the residence towers and campus apartments are furnished and designed for double occupancy. Students will provide their own linens, towels, and bedding.
- **Married Students.** Housing at Vanguard Center is available for Married students with or without children, as well as single parents.

Food Services

Meals are served regularly in the University Dining Commons for all resident students. The University offers a 10, 15 or 20 meal a week plan. Students select the plan appropriate to their needs at the beginning of each semester. Individual meals may also be purchased by residential and off-campus students. The Dining Commons is normally closed or may offer reduced service during vacation periods.

Library Services

The O. Cope Budge Library was constructed in 1963 to house a growing collection of educational and resource literature, research services and a computer lab. The collection presently contains more than 120,000 volumes and includes approximately 885 periodical subscriptions. Also included in the library holdings are record albums, tapes, microfilm, computer software, and other material.

Research services are available as follows:

- Academic Abstracts: a general periodical database
- A.B.S. Reference Bible CD-ROM: Includes a number of databases, such as the Septuagint, Hebrew OT, Josephus, Latin Vulgate and others.
- ATLA CD-ROM: Searches the ATLA database and prints out citations.
- Books in print CD-ROM: Searches from author, title, keyword, ISBN, etc.; and can limit by date, publisher, cost, etc.
- COMM Search
- Encyclopedias: Groliers, World Book and Infopedia
- ERIC
- InfoTrac Academic File
- InfoTrac Business File
- JSTOR
- LITERATURE SERIES: American Literature, British Literature, World Literature
- MELVYL: Searches by author, title, keyword at one or several or all University of California libraries.
- Newport Beach Public Library On-line Catalog
- PSYCHINFO
- REX CD-ROM: Searches the Religious and Theological Abstract database and prints out citations.
- SIRS: A full-text general database
- TIME Multimedia Almanac
- VANPAC: The VUSC online public Catalog.

PERIODICALS: An alphabetical listing of periodical holdings is available by the research computers and on the second floor index tables and on the Library Web Page.

OCULP: The Orange County Union List of Periodicals is on reserve at the Checkout Desk. If periodicals are not on hand, OCULP lists periodicals and their location in Orange County for acquisition.

Graduate students have lending privileges at several area libraries at a nominal cost. Students may use the library facilities at Orange Coast College. OCC is only one-half mile from Vanguard University. In addition, the University of California, Irvine (UCI); at California State University, Fullerton; Biola University, La Mirada; and Fuller Theological Seminary, Pasadena, CA, also extend lending privileges to VU students. Library cards are available at these institutions for an annual fee.

Students may request interlibrary loans at the O. Cope Budge Library; the first one each semester is free. Others are processed for a nominal fee. It takes approximately 10 – 14 days to receive requested materials.

Graduate students may check out regular circulating materials for the entire semester. However, all materials are subject to recall if another patron needs access to them. At the end of the semester, students will receive a current list of checked-out items, which will need to be renewed or returned as stipulated by the Head Librarian. The student's educational loan or account will be charged for the replacement cost and fines accrued for outstanding items.

A reference librarian is on duty while the library is open (except Saturdays). He or she is pleased to assist students with all their research needs. Please note that the library is closed during Chapel on Tuesdays, Wednesdays and Thursdays from 9:30 AM - 10:30 AM.

Computer Services

The University has a computer lab on campus (located in Smith Hall) available for general student use on a first-come, first-serve basis. Most of our computers are IBM compatible (some Macintosh computers are available). The hardware and software are monitored and updated regularly. At least one technician is on site at all times.

Student Health Services

Because good health is a prerequisite to efficient study, care is taken to protect the health of students and to give attention to those who become ill. For this purpose, the Student Health Center provides on-site health care services located in the Athletics Training Room of the Gymnasium. The staff maintains regular hours in the Student Health Center and works in conjunction with a local medical clinic to provide necessary care to students who become ill.

Employment Services

A referral service to assist students in finding part-time employment while attending the University is maintained through the Student Life Center. Campus employment is available to United States citizens and international students on a limited basis. Special regulations apply for international students to seek and obtain work off campus--if necessary, consult the Designated School Official or the Graduate School for clarification.

ID Card

A VUSC student ID Card is required for use of university services such as the library and computer labs. The \$3.00 fee for this card is included in the Student Services fee. There is a \$10.00 fee to replace the card if it is lost. Please see the Student Life Office at the time of registration to obtain this card.

Student Automobiles

All student automobiles used on campus must be registered through the Campus Safety Office once classes begin. A Vehicle Registration card, available through the Graduate Education Office, must be completed and returned in order to obtain a parking permit. Students must have adequate current public liability and property damage insurance in order to use their automobile on the campus. Any car without the permit will be subject to the current parking fine.

Student Conduct

Students enrolled in any program of study at Vanguard University are expected to live by a code of conduct consistent with Christian faith and biblical principles. The Student Handbook, which is made available to each student, identifies the regulations, that govern the conduct of every student enrolled at Vanguard University. It is the responsibility of each student to become familiar with the contents of the Student Handbook and to abide by its regulations. Students who fail to comply with institutional standards of conduct are subject to disciplinary action, which may include a reprimand, the loss of institutional grants and scholarships, or dismissal.

Vanguard University reserves the right to refuse admission or cancel the enrollment of any student who fails to comply with University rules and regulations.

Graduate Psychology Services

The Graduate Program in Clinical Psychology is housed in a newly constructed, modern campus facility. Designed exclusively for our graduate students and with graduate learning in mind, this impressive building includes offices for the program administrative staff and faculty; modern, comfortable classrooms appropriate for adult learners; state of the art child play therapy training room; adult therapy training counseling room; live supervision rooms; a computer lab; and a resource room. Resources that are maintained within our facility and are available exclusively to our students include psychological assessment tools, videos, audio cassettes, and a collection of psychology and counseling references including books and journals. Christian journals include: [The Journal of Theology and Psychology](#), [Marriage and Family: A Christian Journal](#), [Social Work and Christianity](#), and [The Journal of Psychology and Christianity](#).

GRADUATE PROGRAM IN MARRIAGE, FAMILY AND CHILD COUNSELING

Curriculum

1st Semester	<14 units>
MFCG 601 3	Clinical and Theoretical Foundations of Marriage and Family Counseling
MFCG 602 3	Advanced Human Development
MFCG 603 3	Advanced Psychopathology
MFCG 604 3	Ethical and Legal Issues
MFCG 620 1	Crisis Intervention
MFCG 650 1	Professional Development I

2nd Semester	<14 units>
MFCG 605 3	Family Therapy
MFCG 606 3	Assessment and Psychological Testing for Counselors
MFCG 607 3	Practicum (Adult/Adolescent Therapy Emphasis)
MFCG 608 3	Statistics and Research
MFCG 621 1	Child Abuse
MFCG 651 1	Professional Development II

Assessment to continue in the program.

3rd Semester (summer)	<5 units>
MFCG 622 1	Substance Abuse Issues
MFCG 609 3	Practicum (Couple/Marital/Family Therapy Emphasis)
MFCG 652 1	Professional Development III

4th Semester	<14 units>
MFCG 701 3	Child and Adolescent Treatment Models
MFCG 703 3	Cross Cultural Counseling
MFCG 702 3	Practicum (Child Therapy Emphasis)
MFCG 704 3	Group Dynamics
MFCG 720 1	Domestic Violence
MFCG 750 1	Professional Development IV

5th Semester	<13 units>
MFCG 705 3	Special Topics in Child/Adolescent Pathology and Treatment
MFCG 706 3	Practicum (Child/Adolescent/Family Therapy Emphasis)
MFCG 707 3	Pre-marital and Marital Counseling
MFCG 721 1	Human Sexuality
MFCG 751 1	Professional Development V
MFCG 760 2	Final Exit Project
or	
MFCG 761 2	Thesis

<Total of 60 units for entire program>

Course Descriptions

MFCG 601 (3 units)

Clinical and Theoretical Foundations of Marriage and Family Counseling

Clinical and theoretical foundations of the field of marriage and family therapy are presented. Introduction to how research is conducted in the field. Development of beginning level clinical counseling skills as they apply to the field of marriage and family counseling.

MFCG 602 (3 units)

Advanced Human Development

An in-depth graduate level exploration of human development through the biological, behavioral, cognitive, sociocultural, and spiritual perspectives in a lifespan approach from conception through death.

MFCG 603 (3 units)

Advanced Psychopathology

Exploration of sociocultural, spiritual, emotional, physiological and behavioral deviations of human behavior. Descriptive explanations, patterns of development, assessment and measurement, and treatment model are examined in detail. An introduction to child, adolescent and older adult psychopathology is presented. Adult psychopathology is thoroughly examined. Cultural differences in expression of pathology and assessment of pathology are examined. Christian issues as they pertain to psychopathology are examined.

MFCG 604 (3 units)

Ethical and Legal Issues

Exploration of the legal and ethical issues pertinent to the practice of marriage, family and child counseling. The roles and responsibilities of the graduate counseling student, the graduate counseling student trainee, the master's level intern, and the licensed marriage, family and child counselor are evaluated. Contemporary professional ethics and statutory, regulatory and decisional laws are thoroughly examined.

MFCG 605 (3 units)

Family Therapy

Examination of the intervention techniques and major theories, models and schools of marriage and family therapy. Overview of experiential, strategic, structural, multigenerational, psychodynamic, behavioral/cognitive, postmodern constructivism and systemic orientations are included. Course includes live team supervision experiences with families. Ethical and legal issues related to family therapy are explored. Cultural appropriateness of applications of each theory are evaluated with culturally sensitive approaches presented.

MFCG 606 (3 units)

Assessment and Psychological Testing for Counselors

Survey of relevant assessment tools used in the observation, measurement, and study of marriage and the family. Psychometric theory is emphasized.

Students are trained in the administration, scoring and assessment of appropriate psychological testing and relationship oriented instruments. Report writing skills are developed. Cultural appropriateness of assessment tools are examined.

MFCG 607 (3 units)

Practicum (Adolescent/Adult Therapy Emphasis)

Weekly individual and group supervised clinical experience. Minimum of 45 hours of direct client contact are required.

MFCG 608 (3 units)

Statistics and Research

Survey presentation, evaluation of, and synthesis of quantitative and qualitative statistical and research design. Appropriate use of best assessment procedures for type of information utilized are examined. Design, implementation and analysis of research skills are developed. Development of sufficient skills to appropriately evaluate published research reports in the field of marriage and family counseling and related fields is emphasized.

MFCG 609 (3 units)

Practicum (Couple/Marital/Family Therapy Emphasis)

Weekly individual and group supervised clinical experience. Minimum of 75 hours of direct client contact are required.

MFCG 620 (1 unit)

Crisis Intervention

Consideration of the special issues and interventions associated with helping people in crisis. Focus is on students, skill development in short-term intervention and referral processes that can assist individuals experiencing a variety of personal crises, disasters and catastrophes.

MFCG 621 (1 unit)

Child Abuse

Course meets the requirements of California Assembly Act AB141, which specifies that mental health professionals complete training in child abuse assessment and reporting. Included is information pertaining to the characteristics of child abuse, characteristics of the abuser(s), theoretical models of child abuse, the legal aspects of child abuse and reporting, assessment and a variety of treatment approaches.

MFCG 622 (1 unit)

Substance Abuse Issues

Overview of current theoretical and clinical approaches to the etiology, diagnosis and treatment of substance dependencies. The role of personality factors, physiological, psychological and spiritual effects on chemical dependency are explored. The role of persons and systems which support or compound the abuse as well as an exploration of certain populations at risk with regard to substance abuse are examined. Appropriate referral sources and processes and education concerning the prevention of substance abuse are included.

MFCG 650 (1 unit)

Professional Development I

Part one of a series of courses that span the entire program. Each semester focuses on a variety of professional, ethical and legal issues, and development as a marriage, family and child counselor. The professional, personal and spiritual life of the counselor in training is examined. Support systems and challenges are explored.

MFCG 651 (1 unit)

Professional Development II

Part two of a series of courses that span the entire program. Each semester focuses on a variety of professional, ethical and legal issues, and development as a marriage, family and child counselor. The professional, personal and spiritual life of the counselor in training is examined. The relationships between a practitioner's sense of self and human values and his or her professional behavior and ethics are explored as the primary focus of this segment.

MFCG 652 (1 unit)

Professional Development III

Part three of a series of courses that span the entire program. Each semester focuses on a variety of professional, ethical and legal issues, and development as a marriage, family and child counselor. The professional, personal and spiritual life of the counselor in training is examined. The relationships between the therapeutic and clinical practice and practical issues with legal and ethical practice are the primary focus of this segment.

MFCG 701 (3 units)

Child and Adolescent Treatment Models

Advanced course in understanding and applying theory, assessment and therapeutic intervention techniques to counseling children and adolescents. Course includes live team supervision experiences with children and adolescents, and families as they relate to child and adolescent oriented challenges. Legal and ethical concerns, community resources, consultation techniques and culturally sensitive approaches are explored. Multidimensional approaches including behavioral, physical, social, emotional, and spiritual dimensions are foundational to the appropriate treatment application.

MFCG 703 (3 units)

Multicultural Counseling

Exposure to the counseling and psychological literature relevant to cultural sensitivity in counseling children, adolescents, individual adults and families from diverse ethnic populations. Theories and interventions specifically developed for unique populations are explored in addition to addressing the changes needed to be able to ethically utilize traditional counseling practices. Emphasis placed on historical and theoretical frameworks, culture conflict and personal identity, coping skills, and personal empowerment.

MFCG 702 (3 units)

Practicum (Child Therapy Emphasis)

Weekly individual and group supervised clinical experience. Minimum of 70 hours of direct client contact are required.

MFCG 704 (3 units)

Group Dynamics

Theory and practice of group psychotherapy are explored. Personal participation in a therapy group is required for this course. Opportunities to develop group leadership skills are presented. Special attention is given to leadership issues, different sizes, types and lengths of groups, communication and interactions styles of groups and change factors.

MFCG 720 (1 unit)

Domestic Violence

Familiarization and sensitization to the problems of domestic violence. Assessment, detection and interventions of spousal or partner abuse are presented. Secondary effects of domestic violence on other individuals is explored. Personal reactions of counselors and their effects on the therapeutic process are examined. Appropriate use of community referral sources are determined.

MFCG 750 (1 unit)

Professional Development IV

Part four of a series of courses that span the entire program. Each semester focuses on a variety of professional, ethical and legal issues, and development as a marriage, family and child counselor. The professional, personal and spiritual life of the counselor in training is examined. Treatment of minors with and without parental consent is explored as part of the continuing discussion of psychotherapists/patient privilege, confidentiality, and patient dangerous to self issues as the primary focus of this segment.

MFCG 705 (3 units)

Special Topics in Child/Adolescent Pathology and Treatment

Rotating topics on distinctive issues in child and adolescent pathology and treatment. Topic is selected by professor presenting the course and may include the following: medical issues in child counseling, parent-child issues, child abuse, school and community consultations, special focus on specific DSM-IV disorders, and a variety of specialized treatment methods.

MFCG 706 (3 units)

Practicum (Child/Adolescent/Family Therapy Emphasis)

Weekly individual and group supervised clinical experience. Minimum of 100 hours of direct client contact are required.

MFCG 707 (3 units)

Pre-marital and Marital Counseling

Survey of theories of premarital and marital therapy. Areas covered include attraction theories, couple and marital assessment, and therapeutic interventions.

MFCG 721 (1 unit)

Human Sexuality

Provides an overview of healthy and dysfunctional sexual functioning. Sexuality is viewed from a physiological, sociological, psychological and spiritual perspectives. Assessment and treatment models are presented to assist students in learning the procedures used to help individuals and couples who are experiencing sexual difficulties. The sexual concerns of special populations are addressed.

MFCG 751 (1 unit)

Professional Development V

Part five of a series of courses that span the entire program. Each semester focuses on a variety of professional, ethical and legal issues, and development as a marriage, family and child counselor. The professional, personal and spiritual life of the counselor in training is examined. Changes and current legal patterns and trends in the mental health profession are the primary focus for this segment.

MFCG 760 (2 units)

Final Exit Project

Presentation of the student's preferred theories of counseling as they relate to child, marriage, and family counseling to the faculty evaluation board. Verbal presentation and defense of videotapes of counseling sessions, theoretical papers, and written case reports are evaluated as to the level of professional development the student has obtained. The presentation represents a complete synthesis of knowledge over the entire span of the graduate program.

- or -

MFCG 761 (2 units)

Thesis

Successful completion of and oral defense of Master's level thesis, utilizing appropriate research design exploring a question related to the child, marriage and family counseling field. Grade includes the submission of a completed corrected manuscript to the appropriate university authorities.

GRADUATE PSYCHOLOGY COURSE WORK

Curriculum Schedules

—Full-time Track—

First Year

FALL SEMESTER – 15 UNITS

Clinical Foundations of Psychology	3
Advanced Human Development	3
Advanced Psychopathology	3
Ethical and Legal Issues	3
Mind, Body and Spirit	3

SPRING SEMESTER – 12 UNITS

Family Therapy	3
Psychological Testing & Measurement	3
Clinical Practicum I	3
Statistics and Research	3

Second Year

FALL SEMESTER – 12 UNITS

Psychotherapy: Children and Adolescents	3
Clinical Practicum II	3
Professional and Ethical Development I	2
Exit Project I	1
Psychotherapy and Cultural Diversity	3

SPRING SEMESTER – 10 UNITS

Premarital and Marital Counseling	3
Clinical Practicum III	1
Professional & Ethical Development II	3
Exit Project II	3

—Part-time Track—

The designed curriculum is also available on three and four year schedules. Approximate unit load is 9 units per semester on the three-year schedule and 6 units per semester on the four-year schedule. Check with the program director for specific information.

Course Descriptions

Core Curriculum

PSYG 601 (3 units)

Clinical Foundations of Psychotherapy

Clinical and theoretical foundations of the field of clinical psychology are presented with an emphasis on the development and application of beginning level clinical skills.

PSYG 602 (3 units)

Advanced Human Development

An in-depth exploration of human development through the biological, behavioral, socio-cultural, cognitive, and spiritual perspectives in a life span approach from conception through death.

PSYG 603 (3 units)

Advanced Psychopathology

Exploration of socio-cultural, spiritual, emotional, physiological and behavioral deviations of human behavior. Descriptive explanations, patterns of development, assessment, and treatment models are covered. Adult psychopathology is thoroughly examined and an introduction to child, adolescent and older adult psychopathology is presented. Cultural differences in expression and assessment of pathology are examined.

PSYG 604 (3 units)

Ethical and Legal Issues

Exploration of the legal and ethical issues pertinent to the field of psychology. The roles and responsibilities within the field of psychology for the graduate student, trainee or intern, and licensed professional are evaluated. Application of ethics to clinical work is emphasized. Contemporary professional ethics and statutory, regulatory and decisional laws are examined.

PSYG 605 (3 units)

Family Therapy

Examination of the intervention techniques and major theories, models and schools of Marriage and Family Therapy. Overview of experiential, strategic, structural, multigenerational, systemic, behavioral/cognitive, psychodynamic, and postmodern constructivism orientations are included. Ethical and legal issues related to family therapy are explored. Application of each theory is evaluated for cultural appropriateness.

PSYG 606 (3 units)

Psychological Testing and Measurement

Basic testing, assessment and measurement skills are developed and psychometric theory is emphasized. Students are introduced to appropriate psychological testing instruments and trained in the administration, scoring, interpretation and application of resulting data. Report writing skills are developed. Cultural appropriate use of assessment tools is examined.

PSYG 607 (3 units)

Clinical Practicum I (Adolescents and children)

Development of clinical skills through academic classroom instruction and interactions, experiential learning, and supervised clinical experience. Concurrent field placement providing a minimum of 45 client contact hours is required for this class.

PSYG 608 (3 units)

Statistics and Research

Presentation, evaluation, and synthesis of quantitative and qualitative statistical and research design. Examines appropriate use of appropriate assessment procedures for type of information utilized. Design, implementation and analysis of research skills are developed. Development of sufficient skills to appropriately evaluate published research reports in the field of clinical psychology and related fields is emphasized.

PSYG 609 (3 units)

Mind, Body and Spirit

Examination of the cognitive, physical and spiritual aspects of a person and how they are inter-related. Emphasis is placed on the spiritual dimension and how the spiritual impacts psychopathology, assessment, treatment and intervention.

PSYG 701 (3 units)

Psychotherapy with Children and Adolescents

Advanced course in understanding and applying theory, assessment and treatment for children and adolescents. A variety of modality orientations and therapeutic techniques are explored with emphasis on developmental, multidimensional and multidisciplinary approaches. Legal and ethical issues

and culturally sensitive interventions are examined as they relate specifically to work with this population.

PSYG 703 (3 units)

Psychotherapy and Cultural Diversity

Exposure to the current literature relating to cultural sensitivity in counseling diverse ethnic populations. Exploration of history, theories and interventions specifically developed for unique populations as well as ethical considerations when utilizing traditional counseling practices.

PSYG 705 (2 units)

Clinical Psychotherapy I (Couples)

Development of advanced clinical skills through academic classroom instruction and interactions, experiential learning, and supervised clinical experience. Live team learning is emphasized. Concurrent field placement providing a minimum of 45 client contact hours is required for this class.

PSYG 706 (1 unit)

Clinical Psychotherapy II (Families)

Seminar format focuses on case supervision for continued development of theoretical knowledge and clinical skills. Concurrent field placement providing a minimum of 45 client contact hours is required for this class.

PSYG 707 (3 units)

Premarital and Marital Counseling

Survey of theories of premarital and marital therapy. Areas covered include attraction theories, couple and marital assessment, and therapeutic interventions.

PSYG 751 (2 units)

Professional, Ethical, and Clinical Issues I

Exploration and application of ethical and professional demands as relevant to student's current stage of professional development, particularly as related to concurrent practicum placements. Specific areas of professional specialization will be highlighted.

PSYG 752 (2 units)

Professional, Ethical, and Clinical Issues II

Continuing exploration and application of ethical and professional demands as relevant to student's current stage of professional development, particularly as related to possible continuation of graduate work at a doctoral level, exploration of licensure, and other pertinent professional activities. Specific areas of professional specialization will be highlighted.

PSYG 760 (1 unit)

Exit Project I

Exploration of different exit project options and explanation of the necessary process for each. Student begins preparation on project.

PSYG 761 (3 units)

Exit Project II: Thesis

This class will assist the student in the preparation and oral defense of their thesis. The thesis is expected to utilize appropriate research design and explore a question related to clinical psychology. Necessary for completion of class is the approval of the faculty Exit Project Committee and the submission of an official (appropriately signed copy, corrected and edited) manuscript to the designated University authorities.

PSYG 762 (3 units)

Exit Project II: Oral Examination

This class will assist the student in preparation for their oral examination that will occur before the faculty Exit Project Committee. Exam may include any material that was covered during the student's graduate program experience, emphasizing the student's synthesis of that knowledge and its application to clinical work.

PSYG 763 (3 units)

Exit Project II: Case Presentation

This class will assist the student in preparation for their case presentation that will be given to the faculty Exit Project Committee. Presentation should be representative of student's synthesis of knowledge gained over the span of the graduate program and be reflective of their chosen theoretical counseling modality. Student will present a client by means of videotape, written theoretical paper, written case report, and oral synthesis of material.

Workshop

The following classes will be offered on a periodic basis either as an optional workshop and/or for class credit.

PSYG 501 (TBA units)

Crisis Intervention

Consideration of the special issues and interventions associated with helping people in crisis. Focus is on skill development in short-term intervention and referral processes that can assist individuals experiencing a variety of personal crises, disasters and catastrophes.

PSYG 502 (TBA units)

Child Abuse and Maltreatment

Course meets the requirements of California Assembly Act AB141 for training professionals in child abuse and other forms of child maltreatment. Examination of information pertaining to the legal aspects of reporting, assessment, treatment, theoretical models of abuse, and characteristics of child abuse, the abuser(s), and of the abused child.

PSYG 503 (1 unit)

Alcohol and Substance Abuse

Overview of current theoretical and clinical approaches to the etiology, diagnosis and treatment of substance dependency. The role of personality factors, physiological, psychological and spiritual effects, as well as the role of persons and systems supporting or compounding the abuse are explored. At risk populations, referral sources, and prevention are addressed.

PSYG 504 (TBA units)

Spousal and Partner Abuse

Familiarization and sensitization to the problems of domestic violence. Assessment, detection and interventions of spousal or partner abuse are presented. Secondary effects of domestic violence on other individuals are explored. Appropriate uses of community referral sources are determined.

PSYG 505 (TBA units)

Human Sexuality

Provides an overview of healthy and dysfunctional sexual functioning. Sexuality is viewed from physiological, sociological, psychological and spiritual perspectives. Assessment and treatment models are presented to assist students in learning the procedures used to help individuals and couples who are experiencing sexual difficulties. The sexual concerns of special populations are addressed.



FACULTY

Resident Faculty

NANCY ANDERSON. Associate Professor of Graduate Psychology, B.S. in Education, Bridgewater State College; M.A. in Counseling Psychology, University of St. Thomas; M.A. in Theology, Fuller Theological Seminary; Ph.D. in Marital and Family Therapy, Fuller School of Psychology, Fuller Theological Seminary.

MARTIN L. HARRIS. Director of Graduate Psychology, Assistant Professor of Psychology. B.A. in Psychology, University of California, Irvine; M.S. in Clinical Psychology, Washington State University; Ph.D. in Clinical Psychology, Washington State University.

DOLORES JENERSON-MADDEN. Professor of Psychology and Graduate Psychology. B.A. in Psychology, University of Pennsylvania; M.A. in Clinical Psychology, Pennsylvania State University; Ph.D. in Clinical Psychology, Pennsylvania State University.

JERRE L. WHITE. Assistant Professor of Graduate Psychology. B.A. in Liberal Arts, Point Loma Nazarene University; M.A., Psy.D. in Clinical Psychology, Rosemead Graduate School of Psychology.

Adjunct Faculty

DONALD BALDWIN. Chair of the Division of Religion, and Associate Professor of Philosophical Theology & Spiritual Formation. B.A., University of California, Los Angeles; M.A., University of Colorado; M.Div., Fuller Theological Seminary; Ph.D., University of Missouri.

ROGER HEUSER. Dean of Graduate School; Professor of Church Leadership. B.A., Trinity College; M.A., Trinity Evangelical Divinity School; Ph.D., New York University.

STEPHEN HOOGERBRUGGE. B.A. in English Literature, San Diego State University; M.Div., Fuller Theological Seminary; M.A. in Marriage and Family Therapy, Phillips Graduate Institute; D.Min. in Pastoral Counseling, Fuller Theological Seminary; Ph.D. in Psychology, California Coast University.

JUDI IVERSON-GILBERT. B.A. in Christian Education, Biola University, CA; M.A. in Marriage, Family & Child Counseling, Rosemead School of Psychology; Ph.D. in Family Studies at Fuller School of Psychology, Fuller Theological Seminary.

SAMUEL SOUTHARD. Professor of Church Leadership Studies. B.A., George Washington University; B.D. in Theology, Southern Baptist Seminary; M.A., Georgia State University; Ph.D. in Psychology of Religion, Southern Baptist Seminary.

Graduate Programs in Education

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ACADEMIC CALENDAR

Fall Semester 1999

August, 1999

7	CBEST & RICA
15	Financial Registration Deadline, Sunday
16	Late Financial Registration Begins - \$30.00 Fee, Monday
21	Residence Towers Open for New Students
23	Graduate Program in Education Orientation, Monday
23-24	Late On-Campus Registration, Monday-Tuesday
25	Classes Begin, Wednesday
27	Last Day To Financially Register Or Be Dropped - \$100.00 Fee, Friday
30	Late Enrollment Fee Begins - \$100.00 plus \$30.00 Late Registration fee, Monday

September, 1999

3	Last Day To Enroll For A Full Load, Friday
6	Labor Day Holiday, Monday - No Classes
10	Forms Due for 500 Students – Certificate of Clearance, TB test, etc.
10	Last Day To Add New Courses, Friday
24	Last Day To Drop A Course Without Appearing On Transcript, Friday
25	ED 515 – Methods & Programs for Language Acquisition, Single Subject
27	Single Subject Information Meeting – SC 122

October, 1999

2	CBEST & RICA
2	ED 515 – Methods & Programs for Language Acquisition, Single Subject
4	Teacher Education Advisory Council (TEAC) Meeting, Monday – 5:45pm
11	Columbus Day Holiday, Monday - No Classes
12-15	Credential Counselors and Analysts of California Conference - Sacramento
15	Priority Application Deadline For Spring 2000, Friday
22-23	ED 513 – Section 1, Single Subject
23	Last Day To Drop Courses Without Academic Penalty, Friday
23	SSAT
28-30	California Council on the Education of Teachers (CCET) Conference – San Diego
29-30	ED 517 – Speed Reading & Study Skills Strategies, Single Subject

November, 1999

5-6	ED 565
6 & 13	ED 518 – Whole Language Strategies, Single Subject
8	Liberal Studies Majors Meeting
12-13	ED 513 – Section 2, Multiple Subject
15-19	Continuing Student Academic Registration for Spring 2000, Monday-Friday
19-20	ED 565
25-26	Thanksgiving Holiday - No Classes, Thursday & Friday

December, 1999

- 4 CBEST & RICA
- 6 Last Day Of Traditional Undergraduate Classes, Monday
- 7-10 Undergraduate Final Examinations, Tuesday-Friday
- 17 Last Day of Fall Semester Elementary Student Teaching Assignment – Beginning of SAUSD/NMUSD winter break.
- 20-31 SAUSD & NMUSD Winter Recess
- 27-31 VU Offices Officially Closed, Monday - Friday

Spring Semester 2000

January, 2000

- 3 Student Teaching Begins for Multiple Subject Student Teachers, Monday
- 8 Residence Towers Open for New Students, Saturday
- 10 Graduate Program in Education Orientation, Monday 4:00 - 6:00pm
- 10-11 Academic & Financial Registration, Monday-Tuesday
- 11 Financial Registration Deadline, Tuesday
- 12 Classes Begin, Wednesday
- 12 Late Financial Registration Begins - \$30.00 Fee, Wednesday
- 14 Last Day To Financially Register Or Be Dropped, Friday
- 17 Martin Luther King, Jr. Holiday - No Classes, Monday
- 18 Late Enrollment Fee Begins - \$100.00 plus \$30.00 Late Registration fee, Tuesday
- 19 College Supervisor's Meeting, Wednesday
- 19 Team Meeting, 1-2:30 p.m., Wednesday
- 21 Last Day To Enroll For A Full Load, Friday
- 24 Teacher Education Advisory Council (TEAC) Meeting, Monday – 5:45pm
- 28 Last Day To Add New Courses, Friday

February, 2000

- 2 Team Meeting, 1-2:30 p.m.
- 3 Last Day of Fall Semester Secondary Student Teaching Assignment
- 11 Last Day To Drop Course Without Appearing On Transcript, Friday
- 12 CBEST & RICA
- 16 Team Meeting, 1-2:30 p.m.
- 19 SSAT
- 21 President's Day Holiday - No Classes, Monday
- 24 Education Alumni Dinner, Thursday
- 22-26 Homecoming, Tuesday-Saturday

March, 2000

- 1 Team Meeting, 1-2:30 p.m.
- 6 Teacher Education Advisory Council (TEAC) Meeting, Monday – 5:45pm
- 10 Last Day to Drop A Course Without Academic Penalty, Friday
- 13-17 Spring Recess Holiday - No Classes, Monday – Friday
- 22 Team Meeting, 1-2:30 p.m.
- 23-25 CCET Conference – San Jose
- 25-27 ASCD Conference – New Orleans

April, 2000

- 3 Liberal Studies Majors Meeting
- 5 Team Meeting, 1-2:30 p.m.

-
-
- 7 Priority Application Deadline Fall 2000, Friday
 - 8 SSAT
 - 10-14 Continuing Students' Academic Registration for Summer & and Fall 2000, Monday-Friday
 - 15 CBEST & RICA
 - 17 Liberal Studies Awards Reception
 - 17-21 SAUSD & NMUSD Spring Recess, Monday-Friday
 - 19 Team Meeting, 1-2:30 p.m.
 - 21 Good Friday Holiday, Friday - No Classes
 - 23 Easter Sunday

May, 2000

- 1 Last Day of Traditional Undergraduate Classes, Monday
- 3 Team Meeting, 1-2:30 p.m.
- 2-5 Undergraduate Final Examinations, Tuesday-Friday
- 5 Baccalaureate, Friday
- 6 Commencement, Saturday
- 16 Teacher Education Advisory Council Banquet, Tuesday – 5:45pm

Summer Sessions 2000

Session I May 8 – May 26

Session II May 30-June 16

Session III June 19-July 7

Fall Semester 2000

- Aug 21 Financial Registration Deadline, Monday
- 22 Late Financial Registration Begins, Tuesday--\$30.00 Fee
- 26 Residence Towers Open for New Students
- 28 Graduate Program in Education Orientation, Monday
- 28,29 Late On-Campus Registration, Monday & Tuesday
- 30 Classes Begin, Wednesday
- Sept 1 Last Day to Financially Register or Be Dropped, Friday
- 4 Labor Day Holiday, Monday
- 5 Late Enrollment Fee Begins, Monday
\$100.00 + \$30.00 Late Registration Fee
- 8 Last Day to Enroll for a Full Load, Friday
- 15 Last Day to Add New Courses, Friday
- 29 Last Day to Drop a Course without It Appearing on Transcript, Friday
- Oct 9 Columbus Day Holiday, Monday
- 13 Priority Application Deadline for Spring 2001, Friday
- 27 Last Day to Drop a Course without Academic Penalty, Friday
- Nov 23,24 Thanksgiving Holiday, Thursday & Friday
- 27-30 Continuing Students' Academic Registration for Spring 2001, Monday-Thursday

- Dec 1 Continuing Students' Academic Registration for Spring 2001, Friday
- 11 Last day of Traditional Undergraduate classes, Monday

12-15 Undergraduate Final Examinations, Tuesday-Friday
25 Christmas Day, Monday
25-29 Offices Closed for Christmas Holiday, Monday-Friday

Spring Semester 2001

Jan 1 New Year's Day Holiday
6 Residence Towers Open for New Students
8 Graduate Program in Education Orientation, Monday
8,9 Academic & Financial Registration, Monday & Tuesday
9 Financial Registration Deadline, Tuesday
10 Classes Begin, Wednesday
10 Late Financial Registration Begins, Wednesday-\$30.00 Fee
12 Last Day to Financially Register or Be Dropped, Friday
15 Martin Luther King, Jr., Holiday, Monday
16 Late Enrollment Fee Begins, Tuesday-
\$100.00 + \$30.00 Late Registration Fee
19 Last Day to Enroll for a Full Load, Friday
26 Last Day to Add New Courses, Friday

Feb 9 Last Day to Drop a Course without It Appearing on Transcript, Friday
19 Presidents' Day Holiday, Monday
20-24 Homecoming

Mar 9 Last Day to Drop a Course without Academic Penalty, Friday
12-16 Spring Recess, Monday-Friday

Apr 6 Priority Application Deadline Fall 2001, Friday
9-12 Continuing Students' Academic Registration for Summer 2001 and Fall 2001,
Monday-Thursday
13 Good Friday, No Classes
15 Easter
30 Last Day of Traditional Undergraduate Classes, Monday

May 1-4 Undergraduate Final Examinations, Tuesday-Friday
4 Baccalaureate
5 Commencement
19 Academic Registration--Saturday

Summer Sessions 2001

Session I May 7 to May 25
Session II May 28 to June 15
Session III June 18 to July 6

Registration for Fall Semester 2001

June 22, 23 Academic Registration, Friday & Saturday

Letter From the Director

Dear Prospective Student:

"My parents wanted me to become a brain surgeon. I exceeded their expectations. I became a teacher and a scholar." --Harry Wong

Can you remember a teacher who changed your life? You can become that kind of teacher. This program can prepare you. The Vanguard University Graduate Program in Education offers single-subject and multiple subject credentials as well as Master's Degree programs in Education. Each is a fully accredited program, meeting the requirements of the California Commission on Teacher Credentialing and the Western Association of Schools and Colleges.

Teachers from this program are teaching in public and private schools throughout California and around the world. Vanguard University offers a unique environment in which you can explore your mission as an educator, build your skills, and participate with a community of Christian faith in your own spiritual formation.

We would love to tell you more about the program and equip you for an exciting and meaningful career of working with children or youth. Give us a call at 714-556-3610, ext. 252.

See you soon!

Jeff Hittenberger, Ph.D.

Director of the Graduate Program in Education
and Professor of Education

Dr. Jeffrey Hittenberger, Director: 714.556.3610 ex. 442 Jhittenberger@vanguard.edu
Michelle Romo, Coordinator 714.556.3610 ex. 310 Mromo@vanguard.edu
Learn about us through our web site: <http://www.vanguard.edu/graded>

MISSION: *The mission of the Graduate Program in Education is to provide a supportive and reflective community in which teachers develop the skills, techniques and professional knowledge base necessary to empower all students to reach their highest spiritual, intellectual and physical potential.*

History of the Graduate Programs in Education

Regional accreditation and membership in the Western Association of Schools and Colleges were granted in 1964. In 1967, the University received recognition and approval of its teaching credential program from the California State Board of Education.

In 1994, the University began the Graduate Program in Education, offering the basic California teaching credentials at the graduate level, along with a Master of Science (M.S.) in Education. Students have the option of applying credential course work toward a Master's degree. In 1995, the Master of Science in Education was re-designated a Master of Arts (M.A.) in Education. The Cross-Cultural, Language, and Academic Development (CLAD) Emphasis Credential and Certificate were also added in 1995. Four options are offered in the Master of Arts in Education: M.A. and CLAD Emphasis Credential, M.A. and CLAD Certificate, M.A. with a Credential, and Christian Education Administration, and M.A. and Christian Education Administration. Each Master's option fulfills a specific professional goal.

General information

Accreditation

In addition to regional accreditation by the Western Association of Schools and Colleges, Vanguard University has approval from the Commission on Teacher Credentialing for the offering of Multiple and Single Subject teaching credentials with the Cross-Cultural, Language and Academic Development (CLAD) emphasis and the CLAD Certificate. A Master of Arts in Education is obtainable in a variety of program options.

Institutional Affiliations

Vanguard University is a member of the Association of Independent California Colleges and Universities and is one of 91 members of the Coalition of Christian Colleges and Universities which was founded in 1976 to serve and strengthen the deeply-committed Christian liberal arts colleges and universities of this country.

Through the Graduate Program in Education, Vanguard University is affiliated with the California Council on the Education of Teachers (CCET), Christian Educators Association International (CEAI), the California Association of Colleges of Teacher Education (CACTE), the State of California Association of Teacher Education (SCATE), the California Educational Placement Association (CEPA), and the Credential Counselors and Analysts of California (CCAC).

ACADEMIC POLICIES

Admission information

Application forms for Graduate Programs in Education can be obtained from and returned to the Education Office (714 556-3610 x252).

Application Calendar

All applicants are encouraged to make application in accordance with the following approximate dates. Exceptions to the calendar of dates will be considered on an individual basis.

Fall Semester Admission...June 1
Spring Semester Admission...October 1
Summer Session Admission...March 1

Registration

When a student has been accepted into the graduate program, he or she may register and sign up for classes by mail. A registration packet containing the necessary forms and registration deadlines will be sent to the student's address of record. Those documents are to be returned to the prospective Program Office for immediate action. After the Records Office has processed the registration forms, the student may request a computer-generated record of the courses and tuition charges for which the student is officially enrolled.

Students may also register in person on regular registration dates (refer to the Program Calendar). At registration, the student may request a detailed record of current registration activity. Carefully review the information and contact the Program Office immediately if there are any inaccuracies.

The registration process also includes Financial Registration. Deadlines for each semester are listed in this catalog, and are included in each semester course schedule. Financial registration is complete only when the student has reached an agreement with the Business Office regarding method of payment (payment in full, or a signed contract) for tuition and other related costs. A late fee will be applied if registration has not been completed by the official deadline as specified. Credit will not be granted until the registration process is complete.

It is important to maintain active status in a degree program. To do this, the student will register for one or more courses or file a "leave of absence" for each inactive semester. If the student neglects to register or file, he or she will be required to apply for re-admission.

Late Registration

Students may register for courses up to two weeks after the start of a semester with the permission of the Program Director, student's academic advisor and professors. This arrangement may require individual studies and conference courses. The University reserves the right to refuse late registrations.

Credit for concurrent enrollment at any other institution requires prior approval by the Director.

The University reserves the right to cancel any course that has inadequate enrollment.

Scheduling Courses

Many graduate students are adult learners who work full time. Therefore, the Graduate Programs make every attempt to schedule courses at times that will facilitate progress in the degree program. Most courses will be scheduled in three-hour blocks, afternoon or evening, once a week. Other courses will be scheduled for several weekends during a given semester. In most cases, students should be able to carry a full load, and still limit travel time to and from campus.

Academic Advisors

The Coordinator assigns a faculty member to serve as the academic advisor for each student. The name of the academic advisor is included in the student's letter of acceptance. The advisor provides his or her student with current information and available and recommended courses. It is in the student's best interest to schedule an appointment (in person or by telephone) each semester with his or her academic advisor prior to registration.

Courses offered at several hours each meeting day are treated as combined days. (A seven-hour day might constitute up to 3-4 days.) Therefore, withdrawals should be made prior to the first day of the first session. If withdrawal is necessary from a special formatted course after it has begun, the student may request the Records Office to calculate the effect on the transcript.

Program Grading System

<u>Grade</u>	<u>Significance</u>	<u>Grade Points</u>
A	Superior	4.0
A-	Exceptional	3.67
B+	Very Good	3.33
B	Good	3.0
B-	Fair	2.67
C+	Unsatisfactory	2.33
C		2.0
C-		1.67
D+		1.33
D		1.0
D-		0.67
F	Failing	0
P	Passing	Not Applicable
W	Withdrawal	Not Applicable
WP	Withdrawal Passing	Not Applicable
WF	Withdrawal Failing	0
CR	Unit	Not Applicable
INC	Incomplete	Not Applicable
CE	Continuous Enrollment	Not Applicable

Grade Point Average

A grade point is a numerical value assigned to a letter grade. Each credit of a grade of "A" is assigned four (4) grade points. Each credit of a grade of "A-" is assigned three point six seven (3.67) grade points. Each credit of a grade of "B+" is assigned three point three (3.33) grade points. Each credit of a grade of "B" is assigned three (4) grade points, etcetera. Thus, for example, a three (3) credit hour course with a grade of "B" is assigned a total of nine (9) grade points.

A grade point average (GPA) is determined by dividing the total number of grade points by the number of credits attempted for which grade points have been assigned.

The term "current grade point average" refers to the GPA earned in the last semester of enrollment. The term "cumulative grade point average," on the other hand, refers to the average of the total grade points accumulated divided by the total of all graduate credits attempted in the University. The cumulative GPA is calculated and entered on the transcript of the students' academic record at the end of each full semester.

While courses may be transferred from other graduate institutions, grade point averages are determined only based on courses completed at VUSC.

Grade Reports

All students officially enrolled in upper division or graduate courses will receive a grade report via mail at the end of each semester. Students are responsible for reviewing contents of grade reports for accuracy.

Incomplete Work

An "Incomplete" grade is the way the institution agrees to respond to a student who has been prevented from completing some or all of the requirements (in one or more courses) due to circumstances which were beyond the student's control. In those cases, a student may request additional time to complete the course requirements. It is the responsibility of the student to obtain a "Request for Incomplete Grade" form from the Records Office and to meet with the course professor(s) as early in the semester as possible. The professor will then decide if the circumstances warrant an incomplete, assign course work necessary, and penalties (if applicable) for submitting work late. A professor is under no obligation to assign an incomplete grade or to administer a make-up examination.

Examples of acceptable grounds for granting an incomplete grade include: personal or family illness of more than brief duration, serious personal or family crisis, or an unplanned increase in job responsibilities. Unacceptable grounds include heavy or difficult class load, heavy work schedule, or computer problems.

Classification of Students

Students enrolled in the Graduate Program in Education will be placed into regular, provisional or special standing.

Regular Standing—Students who intend to obtain a certificate, credential, or M.A. degree who are admitted without reservation, are granted regular standing in the Graduate Program in Education. Students enrolled in credential or certificate course work may be eligible to apply their credential or certificate course work toward the Master of Arts in Education degree, pending admission requirements. To qualify for regular standing in the credential, certificate and/or degree program, all admission requirements must be satisfied. Please refer to the specific program for a list of admission requirements. Relationship of regular standing and GPA admission requirement:

Regular standing for M.A. degree admission requires a 3.0 GPA.

Regular standing for credential admission only requires a 2.7 GPA.

Provisional Standing—Students who intend to obtain a credential and/or M.A. degree who have not met all the admission requirements of the specific program may be eligible for admission as a provisional standing student. Please refer to the admission requirements of the specific program, relationship of provisional standing and GPA admission requirement. Students with a cumulative undergraduate GPA of 2.7-2.9 may be admitted into the M.A. degree program with provisional standing. Student will be placed on probationary status and upon successful completion of the first required twelve graduate units of the program with a 3.5 GPA, the student will be eligible for regular standing.

Students with a cumulative undergraduate GPA of 2.5-2.69 may be admitted into the credential or degree program with provisional standing on a probationary status. Upon completion of the following three conditions, the student will be eligible for regular standing:

- 1) To make up for academic deficiencies, student must complete fifteen additional units of post-baccalaureate course work with a 3.0 GPA. All course work must be pre-approved and completed at VUSC prior to enrolling in the EDUG 500 series.
- 2) Student must complete the first twelve required graduate units of the program with a grade point average of 3.5 (ex: EDUG 500-522).
- 3) Student will meet with the Director for a progress evaluation conference to determine continuation in the program.

Special Standing—Students who do not plan to earn a degree, basic credential or certificate may be granted special standing. Students in special standing are not officially admitted into the graduate program; students complete an abbreviated application form for authorization to enroll in upper division and/or graduate course work. Students with special standing must officially apply to the Graduate Program in Education to be considered for regular standing in the degree program. All program admission requirements and deadlines must be satisfied for admission consideration to the M.A. degree program. The University and its Graduate Program are not obligated legally or morally, however, to accept a special standing student into degree status.

Note: Special Standing students are not eligible for institutional and/or federal financial aid.

Auditor—Students who attend graduate classes for personal enrichment, and not for academic credit, may be granted auditor's status. Auditors attend class with no obligations to participate actively in the work. Students seeking auditor's status must complete an abbreviated admission form. Audit fees are required for each class in which audit students enroll. These are non-unit-bearing courses. An audit course cannot be turned into a "unit course" after the first week of class.

Students enrolled in six graduate units or more may audit any course, undergraduate or graduate level, free of charge, on space available basis. If students do not wish that the audit course appear on their transcript, no paperwork is required. However, students need to notify the course professor of their intent prior to the first session. If students wish the audit course to appear on their transcript, they must still register for audit status with the Records Office prior to beginning the course. Audit courses are for regular standing students only.

International Students—International students must complete the admissions process, be accepted by the University, and submit a certification of finances form showing sufficient financial resources to pay the expenses of the graduate program, including tuition, fees, books, living expenses, and return fare home. Also, one year's tuition and living costs must be deposited with the University before a Certificate of Eligibility (for non-immigrants "F-1" Student Status - form I-20) is issued. International students must maintain 9 graduate level units of non-repeatable courses each semester and renew the I-20 forms annually for any travel outside of the U.S.

All students are expected to be fluent in English. The Graduate Admissions Committee may require documentation of fluency in English. Such tests as TOEFL and/or TSE may be required of international students whose first language is not English. A minimum score of 550 is normally expected. However, a slightly lower score may be accepted if accompanied by documentation of a successful evaluation from an English as a Second Language program (ESL) here in the United States.

Academic Calendar

The course offerings of the Graduate Program in Education are organized within the framework of the following academic calendar:

Fall Semester—This semester normally is scheduled from late August to mid-December. A full-time load is a minimum of 6-12 unit hours, pending specific program requirements.

Spring Semester—This semester normally is scheduled from early January to early May. A full-time load is a minimum of 6-12 unit hours, pending specific program requirements. A one-week Spring break is normally scheduled during March or April. The University Spring break does not usually coincide with public school district Spring breaks.

Summer Semester—The Summer semester, which normally is scheduled from mid May through mid July, is divided into three sessions. Each Summer session consists of three weeks. A maximum of twelve (12) unit hours can be earned by the end of the three Summer sessions.

The Vanguard University Graduate Program in Education reserves the right to make necessary changes in procedures, policies, calendar, curriculum and costs. The program is further subject to change as prescribed by the Commission on Teacher Credentialing. According to CTC regulations, the institution has an obligation to public schools to dismiss candidates who are unsuited to be teachers. The institution reviews each credential candidate's competence throughout the program, informs candidates of their strengths and weaknesses, provides opportunities for corrective learning, places marginal candidates on probation, dismisses candidates who are found to be unsuited to be teachers and considers candidate appeals.

PROGRAM POLICIES

Program Changes

Students are responsible for the program selected when registering. Changes thereafter are made by filing a "Request to Add or Drop Courses" form in the Records Office. For regularly scheduled courses, dropping a course during the first four weeks may be done without being reflected on the

transcript. For regularly scheduled classes, a class may be dropped with a grade of "W" within the fourth through eighth weeks of the semester; thereafter the grade will be recorded as an "F" when a student withdraws from a course. There is NO AUTOMATIC DROPPING of courses resulting from a student's failure to attend class sessions.

For those courses that are offered on a non-traditional calendar, the following principle applies: withdrawals received in the Records Office during regular business hours prior to the end of the first quarter of the total number of class hour sessions offered in the course will have no entry made on the transcript; withdrawals received in the Records Office during regular business hours prior to the end of the second quarter of total number of class hour sessions will receive a "W" on the transcript; withdrawals received in the Records Office during regular business hours prior to the last class hour session will receive a grade of "F" unless the professor, aware of extenuating circumstances beyond the control of the student, is willing to grant a "WP" or "WF".

Withdrawal From the Program

Students contemplating withdrawal from the Graduate Program in Education must first have a conference with the Coordinator. If a student finds it necessary to withdraw from the Graduate Program during a regular academic term, he or she must officially withdraw from all classes. Students must procure an "Application for Official Withdrawal" form from the Records Office, complete the form, including the required signatures, and return the completed form to the Records Office. Students who do not officially withdraw from classes will automatically be given a grade of "F" (failure) by the professor(s). Failure to withdraw officially, therefore, may lead to future problems in transferring units to other graduate institutions or when applying for readmission. Students who follow the proper procedures in withdrawing due to justifiable personal circumstances will be classified as having withdrawn in good standing. The tuition refund policy is observed in cases of official withdrawal from the Graduate Program in Education.

Student Academic Load

A full-time academic load at the graduate level is six to twelve (6-12) unit hours or more per semester, pending specific program requirements. Credential students should be enrolled in a minimum of twelve units during the first semester of the teacher preparation course work, and 6-12 units during the second semester of student teaching. M.A. students are expected to enroll in a minimum of six units each semester. Exceptional students may enroll in up to sixteen (16) unit hours upon the counsel of the academic advisor. Students may not enroll for more than sixteen (16) unit hours in a regular semester without the approval of the Director of the Graduate Program in Education.

Course Numbering System

In order to interface with the undergraduate program, academic unit at the graduate level is also measured in semester hours. Course numbering system is as follows:

500 level = graduate credential, certificate and/or M.A. students

600 level = M.A. students only

No more than six (6) unit hours of equivalent and applicable graduate course work with a "B" or better grade may be transferred in and applied toward the M.A. degree. The Director of the Graduate Program in Education must approve all unit transfers prior to admission into the M.A. program.

The transfer policy applies only to students in regular standing at the time of admission. Please refer to "Transfer Credit" policy in the catalog.

Program Grade Requirements

Students in the *credential* and/or *certificate* program must maintain a "B" (3.0) GPA. A "D" grade is not acceptable in any of the course work in the sequence. No more than one "C+" or "C" grade will be acceptable in credential and/or certificate course work. Courses may not be taken on a "pass/fail" or "credit/no credit" basis, with the exception of student teaching. "Credit" will be granted for student teaching based on an overall evaluation of "B-" or better.

Students in the *Master's Degree Program* must maintain a "B" (3.0) grade point average in all program course work. All M.A. core courses must be completed with a grade of "B-" or above. A "D" grade is not acceptable in any of the course work in the sequence. Courses may not be taken on a "pass/fail" or "credit/no credit" basis, with the exception of student teaching. "Credit" will be granted for student teaching based on an overall evaluation of "B-" or better.

Students are expected to gauge the course load for each semester so that they will achieve a minimum of a "B" grade in each course attempted. Any grades below "B" is considered below minimal performance and indicates improvement is needed if student is expect to complete the program. If students receive a second grade, which is below a "B", they will be required to meet with the Director of the Graduate Program in Education to determine whether students should continue in the graduate program. Grades of "C-" and below will remain on the permanent record of students.

Students accepted under provisional standing for the credential or degree program should carefully review the grade requirements for transfer of status for their specific program.

Grade Reports

All students officially enrolled in upper division or graduate courses will receive a grade report via ma.il at the end of each semester. Students are responsible for reviewing contents of grade reports for accuracy.

Incomplete Work

Incomplete work must be made up no later than the last week of the subsequent semester in which the incomplete was granted. If this is not done, a tentative grade, which the instructor assigns along with the incomplete, automatically becomes effective and is placed on the permanent record of the student. An instructor is under no obligation to assign an incomplete grade or to administer a make-up examination.

EDUG 699: Continuous Registration: Master's Study will carry a grade of "CE" (continuing enrollment) until all course requirements are met and the professor turns in a grade change to "CR" (credit). Exceptions or extensions to this policy are made only with the approval of the Director of the Graduate Program in Education.

Academic Deficiencies

If a student has provisional standing due to coursework deficiencies, they may still enroll in graduate classes. However, all deficiencies must be removed before completing twenty (20) credit hours of

graduate work, and before making application for advancement to candidacy. The use of pass/fail grades may be permitted for general undergraduate deficiency courses taken at VUSC.

Credential Candidate Dismissal

According to CTC regulations, the institution has an obligation to public schools to dismiss candidates who are unsuited to be teachers. The institution reviews each candidate's competence throughout the program, informs candidates of their strengths and weaknesses, provides opportunities for corrective learning, places marginal candidates on probation, dismisses candidates who are found to be unsuited to be teachers and considers candidate appeals.

Time Limits on Graduate Study

All work for the Master's degree must be completed within five (5) years from the time of official admission into the Graduate Program in Education. All work for the preliminary and/or CLAD Credential and CLAD Certificate must be completed in three years. Time spent on leave of absence is not exclusive of the five-year time limit for the M.A. degree. A credential or certificate bound student who interrupts the sequence of study may be subject to changes in requirements when returning, particularly CTC credentialing modifications.

Leave of Absence

Credential and/or M.A. students who find it necessary to interrupt the regular sequence of enrollment are required to file notice of an official leave of absence to ensure proper communication between the student and the Graduate Education Office. The forms for this purpose are available in the Graduate Education Office. Time spent on leave of absence is not exclusive of the five-year time limit for graduate course work. Students may file for a two-consecutive-semester leave in one application. Students who interrupt their program and do not file a leave of absence will be required to reapply and will be subject to all new academic regulations in effect in the Graduate Education Catalog at the time enrollment is resumed (see *Readmission*). If the request for a leave of absence is denied, the student will be required to reapply. Any credential bound student who interrupts the sequence of study may be subject to changes in requirements when returning, particularly CTC credentialing modifications. Degree bound students who have completed the M. A. Core courses must be enrolled in EDUG 699 for continuous enrollment status. When considering a leave of absence, degree bound students must plan to be officially enrolled in EDUG 610 or EDUG 699 in the semester in which they intend to implement their application for graduation.

Re-Entry from a Leave of Absence

Credential and/or M.A. students who have filed an official "Leave of Absence" and have been absent from the Graduate Program in Education for one or more consecutive semesters must submit a "Petition for Re-Entry" form when they are ready to resume enrollment. If the student's petition is accepted, they will be held responsible for academic regulations and program requirements in effect at the time of their initial enrollment, excluding any changes required by CTC or legislative action. If the student's petition is denied, they will be required to reapply (see *Readmission*).

Re-admission

Credential and/or M.A. students who have been absent from the program for one or more consecutive semesters (and did not file a Leave of Absence), are considered "out of status," and must submit an "Application for Re-admission" (along with the appropriate fee) to the Graduate Education Office. Students applying for re-admission are subject to new graduation requirements, which have come into effect by the time of their re-admission. Credential students are subject to any changes pending CTC and legislative action. The Teacher Education Evaluation Committee will review readmission applications and the student will be notified of the decision.

Transfer of Credits/Units

Students transferring from an accredited graduate program may transfer a maximum of six (6) unit hours when the courses transferred are equivalent and have direct applicability to the students' program design. Only courses with a grade of "B" (3.0), or higher will be considered for transfer toward the M.A. degree. Units being considered for transfer must have been taken no more than five years before the time of admission. No transfer unit can be granted for course work used for a degree awarded by another institution. All core courses must be taken at VUSC. The Director of the Graduate Program in Education must approve all transfers of units prior to admission.

GRADUATION REQUIREMENTS

Advancement to Candidacy Status (applies to M.A. students only)

Degree bound students must officially be advanced to candidacy status prior to degree confirmation. Neither admission to the Master of Arts program, nor completion of 600 course work, automatically advances a student to candidacy for the M.A. degree. Advancement to candidacy is initiated after completion of EDUG 605 and EDUG 606. Students must apply to the Graduate Academic Affairs Committee, through the Director of the Graduate Program in Education, for advancement to candidacy.

The Procedures for Graduation:

1. Be accepted into the Graduate Program in Education with regular standing by having all deficiencies, if any existed at the time of admission, removed.
2. Make application for advancement to candidacy upon completion of EDUG 605, 606, and no less than four calendar months before the expected date of graduation. Forms for this purpose are available in the Office of Graduate Education.
3. Achieve a cumulative grade point average of 3.0 or higher on all 500 and 600 graduate course work required for the degree with no more than one (1) course grade of "C+" or "C". All M.A. Core courses must be completed with a grade of "B" or above.
4. Be recommended for advancement to candidacy by their academic advisor.

5. The Graduate Education Committee will make the final decision on the application for candidacy by determining if:
 - a. the student has demonstrated both academic and professional ability in the program,
 - b. the students' preparation constitutes a satisfactory foundation from which to complete the program,
 - c. In addition, the student has the necessary value priorities, research skills, professional attitudes, and qualities of mind to justify continuation of study toward the M.A. degree.
6. Finally, the student's candidacy will be presented to the Graduate Academic Affairs Committee. The action of the Graduate Education Committee may be petitioned by students to the Graduate Academic Affairs Committee, chaired by the Dean of the Graduate School.

Application for Graduation

An application for graduation must be filed with the Registrar's Office during the first week of the student's final semester in which the degree is granted. Students who have filed an application for graduation and do not complete their requirements by the projected date of completion for which they have filed are required to file again in a later semester. Failure to comply with these regulations will preclude the granting of the Master's degree. Degree bound students must be officially enrolled in EDUG 610 or EDUG 699 in the semester in which they intend to implement the Application for Graduation. "Application for Graduation" forms may be obtained from the Registrar's Office.

- **MA. Degree Course Requirements**

Students pursuing the Master of Arts degree in Education are required to satisfy the following graduation requirements:

1. Advancement to M.A. Candidacy.
 2. Successful completion of an approved program with a minimum cumulative grade point average of "B" (3.0), and with no more than one (1) courses grade of "C+" or "C". All M.A. Core courses must be completed with a grade of "B-" or above.
 3. The filing of all the necessary forms in accordance with the time table provided by the Office of Graduate Education;
 4. Successful completion of all degree requirements within the maximum time limits allowed (five years); and
 5. Settlement of all financial obligations to the University.
- **Commencement**
Commencement exercises are held at the end of the Spring semester for students who wish to participate. Degrees are formally awarded at the end of the Fall, Spring and Summer sessions. The date of degree posted on the transcript is the last day of the semester or Summer session in which the graduation requirements were met.

FINANCIAL INFORMATION

Educational Expenses

Payment of educational costs should be considered well in advance of registration. The essential costs are published prior to each new year and are available to students and parents so that proper preparation may be made. Financial arrangements are made with students individually, and each student is responsible for keeping his or her student account current. For a complete list of tuition, fees, and charges, please refer to the current course schedule. The University reserves the right to change tuition, fees, and/or charges without advance notice, should conditions so warrant.

Payment of Education Costs

Since the essential costs (tuition, room, board) are known in advance, students should make arrangements prior to registration to handle their account in accordance with university policies and the individual's resources. The Financial Aid Office exists to assist the student in planning and procuring funds for educational costs. Students should pursue all forms of financial assistance through the Financial Aid Office.

The semester charges are due and payable on or before registration. Only financial aid from authorized and approved loans, scholarships, and other forms of student aid will be used in determining cash payment requirements. All such student aid is administered through the Financial Aid Office. Educational costs may be financed through the student's own bank, credit union, or other financial institution.

The University offers three payment options. Prior balances must be paid in full. Payment option arrangements should be made prior to registration:

- 1) **Payment in full**-consisting of the amount not covered by grants and scholarships-must be made by the financial registration deadline of August 15 for Fall and the day prior to when classes begin for Spring. If Stafford or PLUS loans will be used to pay for semester charges, this option may not be used.
- 2) **Enrollment with Tuition Management System's (TMS)** annual ten-month payment plan. A budget is set up with this outside agency based on estimated charges less estimated financial aid (including loans) for the entire school year. The first payment must be received by TMS no later than July 20 of each year to enroll in this option. There is a \$100.00 enrollment fee for this plan. A budget must be approved and a contract signed with the Business Office each semester by the appropriate deadlines. All prior balances must be paid to be eligible for this option. Information regarding this option is mailed in June by TMS to all registered and prospective students.
- 3) **After the prior balance is paid in full, The Standard Option** is for at least 70% of the total semester charges plus any prior balance to be covered by financial aid or cash payment by the financial registration deadline of August 15 for Fall and the day prior to when classes begin for Spring. The remaining 30% is payable in three monthly payments due the 15th of the following three months. This payment option is subject to interest of .83% per month on the unpaid portion of the student's account. A contract must be signed with the Business Office by the appropriate deadline.

Christian Educator's Grant

Students teaching full time in a Christian school receive a 15% tuition discount when enrolling in a credential, certificate and/or M.A. program only. Employment must be in the subject area in which the credential will be obtained. The Graduate Program in Education will require appropriate verification of full-time employment.

Employment

Growing centers of employment in Costa Mesa and surrounding areas afford students some of the best job opportunities in the nation. Most students needing employment have been able to secure the type of work and schedule that makes it possible for them to carry out their graduate studies. An employment referral service to assist students in finding part-time employment while attending University is maintained through the Student Life Center. Campus employment is also available on a limited basis. Graduate students who have passed the CBEST exam are eligible for daily and long-term substitute teaching in public schools throughout the county. Orange County consists of 26 public school districts and 70 private Christian schools. Students should contact the individual school districts and private schools for potential employment. The Orange County Department of Education is also located in the heart of Costa Mesa.

Health Insurance

Health insurance, which includes spousal and dependent coverage for domestic and international students, is available while enrolled in our degree programs. A brochure that describes the plan in detail is available and can be obtained at the office of the Vice President for Business and Finance.

Federal regulations require the University to make certain that international students obtain valid health insurance. In order to comply with these regulations, the University purchases health insurance for all international students and bills student accounts at the beginning of each semester.

Refund Policies

The following refund schedule applies to tuition, room, board, residence life, student services, and unused course fees when withdrawal for the program or course load reduction is necessary.

Fall 1999

Withdrawal by September 3	100%
Withdrawal by September 24	90%
Withdrawal by October 22	25%
Withdrawal after October 22	0%

Spring 2000

Withdrawal by January 21	100%
Withdrawal by February 11	90%
Withdrawal by March 10	25%
Withdrawal after March 10	0%

For withdrawal from an unusual calendar course, contact the Business Office for a concise refund calculation.

First semester students (excluding VUSC B.A. alumni) who receive Federal aid are eligible for a pro-rata refund on all charges. See Financial Aid Office for calculation.

All refund calculations will be based on the date the Add-drop form is received in the Records Office.

Transcripts

Two transcripts of credit are furnished free to current or former students. For each additional transcript there is a non-refundable fee (to research student's records), as indicated in the fee schedule on the "Tuition and Educational Costs" listing. The fee must accompany each request for transcript(s). A transcript will not be issued to or on behalf of, any individual who has a past due financial obligation (including federal loan programs) to the University. Remittance on past due balances should be made in cash (certified check or money order).

Books

Course required books and other printed materials may be purchased at the University Bookstore (with cash, check or major credit cards). Books can be shipped to students when an order is called to the University Bookstore and paid with a major credit card.

Veteran's Benefits

Vanguard University of Southern California is approved for training under the provisions of all applicable regulations of the Veterans Administration and the California State Department of Veterans Affairs.

Generally, a veteran receiving benefits under the provisions of the "Old G.I. Bill" is entitled to benefits for 45 calendar months. The veteran educational benefit provided expires ten (10) years from the date of separation from active duty. Post Vietnam Era veterans' benefits are based on the amount contributed during active duty in the service. Upon acceptance to the University, veterans apply for benefits by presenting a copy of Form DD-214 (separation papers) to the Veterans Advisor in the Records Office. Upon acceptance by the University, those students applying for veterans' benefits under the "New G.I. Bill" may do so by submitting a Notice of basic Eligibility to the Veterans Advisor in the Records Office.

Satisfactory Academic Progress

Continuation of all forms of financial aid requires satisfactory academic performance. Students should consult the Financial Aid Office for specific information concerning academic standards and other regulations that govern their particular scholarship, grant or loan.

Financial Aid

IMPORTANT NOTE: Financial Aid is not automatically renewed from year to year. Financial Aid applications must be submitted each year. The "PRIORITY" DEADLINE FOR FINANCIAL AID IS MARCH 2 OF EACH YEAR.

Classification of Students for Financial Aid: Admission standing in the credential, certificate or degree program may affect eligibility status for Federal and/or institutional aid. Special standing students are not eligible for institutional and/or federal aid. Please see your financial aid counselor for further details.

STUDENT LIFE

Program and Information

The Student Life Program of Vanguard University of Southern California exists to serve and support both the undergraduate and the graduate students in all non-academic aspects of university life. Creating an environment that is conducive to spiritual growth, scholastic success and social development is the on-going goal of the program. Our professional staff is committed, and work closely to assist students in various aspects of student life.

Student Guidance

All graduate students will benefit from working closely with their assigned academic advisors and Program Directors in matters of academic guidance and vocational goals. The Director of Campus Ministries and other professional staff of the Student Life Center are available for personal and family counseling, spiritual needs, and so on.

Student Housing

The University provides comfortable accommodations in a home-like atmosphere at a reasonable cost. All our residence buildings are under the supervision of a Residence Director who is amenable to the Vice President of Student Affairs. In addition, the residence staff and assistants are model students, and strive to create a vibrant social environment. Requests for student housing should be directed to the Student Life Center.

Campus accommodations are normally closed to students during the summer and vacations. Students can apply for summer residency if enrolling in summer classes through the Student Life Office, or through the Facilities and Guest Relations Office.

- **Single Students.** All rooms in the residence towers and campus apartments are furnished and designed for double occupancy. Students will provide their own linens, towels, and bedding.
- **Married Students.** Housing at Vanguard Center is available for Married students with or without children, as well as single parents.

Food Services

Meals are served regularly in the University Dining Commons for all resident students. The University offers a 10, 15 or 20 meal a week plan. Students select the plan appropriate to their needs at the beginning of each semester. Individual meals may also be purchased by residential and off-campus students. The Dining Commons is normally closed or may offer reduced service during vacation periods.

Library Services

The O. Cope Budge Library was constructed in 1963 to house a growing collection of educational and resource literature, research services and a computer lab. The collection presently contains more than 120,000 volumes and includes approximately 885 periodical subscriptions. Also included in the library holdings are record albums, tapes, microfilm, computer software, and other material.

Research services are available as follows:

- Academic Abstracts: a general periodical database
- A.B.S. Reference Bible CD-ROM: Includes a number of databases, such as the Septuagint, Hebrew OT, Josephus, Latin Vulgate and others.
- ATLA CD-ROM: Searches the ATLA database and prints out citations.
- Books in print CD-ROM: Searches from author, title, keyword, ISBN, etc.; and can limit by date, publisher, cost, etc.
- COMM Search
- Encyclopedias: Groliers, World Book and Infopedia
- ERIC
- InfoTrac Academic File
- InfoTrac Business File
- JSTOR
- LITERATURE SERIES: American Literature, British Literature, World Literature
- MELVYL: Searches by author, title, keyword at one or several or all University of California libraries.
- Newport Beach Public Library On-line Catalog
- PSYCHINFO
- REX CD-ROM: Searches the Religious and Theological Abstract database and prints out citations.
- SIRS: A full-text general database
- TIME Multimedia Almanac
- VANPAC: The VUSC online public Catalog.

PERIODICALS: An alphabetical listing of periodical holdings is available by the research computers and on the second floor index tables and on the Library Web Page.

OCULP: The Orange County Union List of Periodicals is on reserve at the Checkout Desk. If periodicals are not on hand, OCULP lists periodicals and their location in Orange County for acquisition.

Graduate students have lending privileges at several area libraries at a nominal cost. Students may use the library facilities at Orange Coast College. OCC is only one-half mile from Vanguard University. In addition, the University of California, Irvine (UCI); at California State University, Fullerton; Biola University, La Mirada; and Fuller Theological Seminary, Pasadena, CA, also extent lending privileges to VU students. Library cards are available at these institutions for an annual fee.

Students may request interlibrary loans at the O. Cope Budge Library; the first one each semester is free. Others are processed for a nominal fee. It takes approximately 10 – 14 days to receive requested materials.

Graduate students may check out regular circulating materials for the entire semester. However, all materials are subject to recall if another patron needs access to them. At the end of the semester, students will receive a current list of checked-out items, which will need to be renewed or returned as stipulated by the Head Librarian. The student's educational loan or account will be charged for the replacement cost and fines accrued for outstanding items.

A reference librarian is on duty while the library is open (except Saturdays). He or she is pleased to assist students with all their research needs. Please note that the library is closed during Chapel on Tuesdays, Wednesdays and Thursdays from 9:30 AM - 10:30 AM.

Computer Services

The University has a computer lab on campus (located in Smith Hall) available for general student use on a first-come, first-serve basis. Most of our computers are IBM compatible (some Macintosh computers are available). The hardware and software are monitored and updated regularly. At least one technician is on site at all times.

Student Health Services

Because good health is a prerequisite to efficient study, care is taken to protect the health of students and to give attention to those who become ill. For this purpose, the Student Health Center provides on-site health care services located in the Athletics Training Room of the gymnasium. The staff maintains regular hours in the Student Health Center and works in conjunction with a local medical clinic to provide necessary care to students who become ill.

Employment Services

A referral service to assist students in finding part-time employment while attending the University is maintained through the Student Life Center. Campus employment is available to United States citizens and international students on a limited Basis. Special regulations apply for international students to seek and obtain work off campus--if necessary, consult the Designated School Official for the Graduate School for clarification.

ID Card

A VUSC student ID Card is required for use of university services such as the library and computer labs. The \$3.00 fee for this card is included in the Student Services fee. There is a \$10.00 fee to replace the card if it is lost. Please see the Student Life Office at the time of registration to obtain this card.

Student Automobiles

All student automobiles used on campus must be registered through the Campus Safety Office once classes begin. A Vehicle Registration card, available through the Graduate Education Office, must be completed and returned in order to obtain a parking permit. Students must have adequate current public liability and property damage insurance in order to use their automobile on the campus. Any car without the permit will be subject to the current parking fine.

Student Conduct

Students enrolled in any program of study at Vanguard University are expected to live by a code of conduct consistent with Christian faith and biblical principles. The Student Handbook, which is made available to each student, identifies the regulations, that govern the conduct of every student enrolled at Vanguard University. It is the responsibility of each student to become familiar with the contents of the Student Handbook and to abide by its regulations. Students who fail to comply with institutional standards of conduct are subject to disciplinary action, which may include a reprimand, the loss of institutional grants and scholarships, or dismissal.

Vanguard University reserves the right to refuse admission or cancel the enrollment of any student who fails to comply with university rules and regulations.

TEACHER EDUCATION PROGRAMS

The Graduate Program in Education offers a Teacher Education Program, CLAD Certificate, and a Master of Arts Program. Eligible students may apply their credential course work, or the CLAD Certificate course work, toward a Master of Arts in Education.

Vanguard University of Southern California is authorized by the California Commission on Teacher Credentials to offer credentials under the Teacher Preparation and Licensing Law of 1970. The program is dedicated to a highly personalized approach to teacher education and graduate training. Candidates travel as a cohort, developing strong collaborative relationships throughout their professional training. The Teacher Training Program is designed for candidates seeking the Single Subject Teaching Credential for secondary teaching (7-12) or the Multiple Subject Teaching Credential for elementary teaching (K-6). Vanguard University is authorized to recommend applicants for the following California Basic credentials: the Preliminary Single Subject, the Preliminary Multiple Subject, the Preliminary Multiple Subject with a Cross-Cultural, Language, and Academic Development (CLAD) emphasis, the Preliminary Single Subject with a Cross-Cultural, Language, and Academic Development (CLAD) emphasis, and the Professional Clear Credential. The CLAD Certificate is available for candidates with a valid California teaching credential. Eligible candidates interested in applying for credentials or certificate course work toward a Master of Arts in Education degree are able to do so with additional graduate study. Students interested in the degree program should apply for M.A. degree standing from the onset. Please refer to the four M.A. options available in the Master's Program summary for admission and program requirements.

Preliminary Multiple/Single Subject Credential

Admission Requirements for the Preliminary Multiple or Single Subject Credential Program:

1. A Bachelor's degree from a regionally accredited institution.
2. A graduate program application with corresponding fee (VUSC graduates are waived the application fee).
3. Official transcripts of all undergraduate and graduate courses.
4. Three letters of recommendation addressing potential success in a teacher education program,
5. A cumulative grade point average of 2.7 or above in all undergraduate work is required for regular standing admission
- or -
Students with a cumulative undergraduate GPA of 2.5-2.69 may be admitted with provisional standing on a probationary status. Upon completion of the following three conditions, the student will be eligible for regular standing:

- To make up for academic deficiencies, student must complete an additional fifteen units of post-baccalaureate course work with a 3.0 GPA. All course work must be pre-approved and completed at VUSC prior to enrolling in the EDUG 500 series.
- Student must complete the first required twelve graduate units of the program with a grade point average of 3.5 (ex: EDUG 500-522).
- Student will meet with the Director for a progress evaluation conference.

A candidate with a Master's degree from an accredited institution is waived the grade point average requirement.

6. Verification of passing the CBEST (California Basic Educational Skills Test) by presenting an original 3" X 4" transcript card to the Education Office. Students should plan to take the CBEST at least six months prior to submitting an application to the Graduate Program in Education.
7. *Multiple Subject Credential*: Submit either verification of completion of a CTC approved Liberal Studies Subject Matter Preparation Program, or a passing score report for the appropriate Subject Matter PRAXIS/MSAT (Multiple Subjects Assessment Test). Subject Matter Preparation or the Subject Matter Examination must be passed and verified prior to review for admission. Students needing to take the examination should plan to do so at least 6 months prior to submitting an application to the Graduate Program in Education.
8. *Single Subject credential*: Submit verification of completion of a CTC approved Subject Matter Preparation Program in an academic field or submit passing score report for the appropriate Subject Matter PRAXIS and SSAT Series examinations. Subject Matter Preparation or Subject Matter Examination must be passed and verified prior to review for admission. Students needing to take the examination should plan to do so at least 6 months prior to submitting an application to the Graduate Program.
9. U.S. Constitution: met by POLI SCI 255, equivalent or by test.
10. An interview with the Director and/or Teacher Education Evaluation Committee (TEEC).
11. Acceptance admission by the Teacher Education Evaluation Committee (TEEC).

A candidate may be considered for provisional admission pending overall qualifications, professional experience, and extensive post-Baccalaureate course work completed.

After acceptance into the program, the student must complete the following:

1. Certificate of Clearance: An application for fingerprint clearance must be submitted prior to beginning the 500-level courses. An additional fee is required for the Commission on Teacher Credentialing (CTC) Clearance.
2. TB Test Clearance: Must be submitted prior to beginning the 500-level courses.
3. Liability Insurance: Additional fee is required.

4. RICA (Reading Instruction Competence Assessment) for Multiple Subject Candidates only. Effective October 1, 1998, all students pursuing a multiple subject teaching credential must pass the RICA exam prior to applying for the credential. This exam is normally taken after completion of the reading courses.

Prerequisite Requirements for the Preliminary Multiple/Single Subject Credential (non-CLAD):

EDUG 302 • Introduction to Education in a Multicultural Setting (3) should be completed prior to beginning the 500 series.

Preliminary Multiple/Single Subject Credentials, CLAD Emphasis:

Prerequisite Requirements for the Preliminary Multiple/Single Subject Credential with a CLAD Emphasis:

EDUG 302 • Introduction to Education in a Multicultural Setting (3) should be completed prior to beginning the 500 series.

EDUG 453 • Language, Culture and Linguistics (3), preferably taken as an undergraduate senior, but may be completed concurrently with the 500 series by petition.

Foreign Language: Candidates must complete six semester units in course work that emphasizes the learning of a language other than English (including American Sign Language). Course work may be lower or upper division. The CTC has defined additional ways to meet this requirement. Please see the Credential Analyst of the Graduate Education Program to determine acceptance and documentation of the language requirement. The foreign language units are not counted as part of the credential unit requirement.

SOCS 265/M.A.TH 265 • Intro to Statistical Methods (Strongly Recommended for M.A.)

Requirements for the Preliminary Multiple/Single Subject Credential or the Preliminary Multiple/Single Subject with a CLAD Emphasis Credential:

Professional Course Work (12 units):

EDUG 500	Mission Statement Development (.5)
EDUG 501	Assessing Socio/Cultural Diversity (.5)
EDUG 502	Context and Product Analysis (.5)
EDUG 503	Task and Process Analysis (.5)
EDUG 504	Content, Culture and Language Analysis (1)
EDUG 505	Process and Product Assessment (.5)
EDUG 510	Deductive Methods (1)
EDUG 511	Inductive Methods (1)
EDUG 512	Cooperative Methods (.5)
EDUG 513	Specially Designed Academic Instruction in English/SDAIE (1)
EDUG 515	Methods and Programs for Language Acquisition (1) (Elementary and Secondary Reading Course)
EDUG 516	Word Decoding, Comprehensive Strategies (1) OR (Elementary Reading Course)

EDUG 517	Speed Reading and Study Skills Strategies (1) (Secondary Reading Course)
EDUG 518	Whole Language Strategies for All students (1) (Elementary and Secondary Reading Course)
EDUG 520	Classroom Management (1)
EDUG 521	Parent and Community Relations (.5)
EDUG 522	Politics and Ethics (.5)

Methods/Curriculum Modules (EDUG 500-512/520-522) meet two afternoons/evenings a week. Reading Modules (EDUG 515,16 &18) meet one evening a week or weekends.

EDUG 517 meets one weekend during the semester.
EDUG 513 (SDAIE) meets one weekend during the semester.

The above schedule is subject to change pending enrollment. EDUG 500-522 (12 units) must be taken during the first semester of the teacher preparation program.

Pre-Student Teaching Practicum: Candidates must complete a pre-student teaching Practicum concurrent with the 500 series courses. The Practicum will consist of a minimum of three hours a week in an instructional setting, preferably working with the same master teachers who will supervise the student during the actual student teaching experience in the second semester.

Student Teaching: EDUG 581 (12 units)

During the second semester, and upon satisfactory completion of the professional courses (EDUG 500-522), candidates will complete a minimum of sixteen weeks of Student Teaching. High School assignments may be longer, pending site requirements. An additional student teacher fee of \$30.00 per unit is charged at the time of registration. Single Subject candidates will complete their student teaching in grades 7-12. Multiple Subject candidates will complete their student teaching experience in two eight week assignments in grade K-6.

Student Teaching is a full day experience. Single Subject candidates will teach five days a week, teaching three classes and observing in two. Multiple Subject candidates will teach a full day, five days a week. The CLAD Emphasis Credential requires that the candidate completes a student teaching experience in a multicultural, multilingual environment. All assignments must be completed under the supervision of a credentialed master teacher and in the Subject Matter area that will appear on the student's credential. A university supervisor will be assigned to each student teacher for supervision and support. Student teachers may enroll in only one additional class during the semester they are Student Teaching. It is important to remember that student teaching is a full-time experience and requires focus and attention. All student teachers must attend a weekly Student Teacher Seminar on campus during the semester of Student Teaching.

Students with one or more years of full-time private or public school experience in the appropriate credential area may be eligible for modification of the length of student teaching. See the Student Teaching Coordinator of the Graduate Program in Education for additional information.

For the Master of Arts in Education with the CLAD Emphasis Credential, refer to M.A. Option 1 for program admission and requirements.

Professional Clear Credentials

CTC requirements for the Professional Clear Credential:

Following issuance of the Preliminary Credential, the teacher has five years to complete thirty semester units of post baccalaureate upper and/or graduate course work, including the following courses:

EDUG 565	Use of Computers in the Classroom (2)
EDUG 566	Psychology and Education of the Exceptional Child (3)
EDUG 568	Health for Educators (1)
CPR	

CTC requirements for the Supplementary Authorization Credential:

A student seeking to be credentialed in more than one subject area may qualify to do so in either of two ways listed below. Please consult the Credential Analyst of the Graduate Program in Education for more information.

Students may complete 20 semester units (or ten semester units of upper-division) of college-level course work to develop a supplementary authorization to teach in areas differing from the major teaching area, or

Students may pass the appropriate subject matter examination in any area of their choice and thus qualify for the additional teaching authorization in that subject (PRAXIS, MSAT, and SSAT).

Grade Requirements for Credential Course Work:

A "B" (3.0) grade point average must be maintained in all credential course work. No more than one "C" or "C+" grade may be applied toward the Master's degree. A "D" grade is not acceptable in any course work in the sequence. Courses may not be taken on a "pass/fail" or "credit/no credit" basis, with the exception of student teaching. "Credit" will be granted for student teaching based on an overall evaluation of "B-" or better.

Commission on Teacher Credentialing (CTC):

Credential requirements may change at any time during a student's program based on changes of legislative action by the CTC. According to CTC regulations, the institution has an obligation to public schools to dismiss candidates who are unsuited to be teachers. The institution reviews each candidate's competence throughout the program, informs candidates of their strengths and weaknesses, provides opportunities for corrective learning, places marginal candidates on probation, dismisses candidates who are found to be unsuited to be teachers and considers candidate appeals.

CLAD Certificate Program

The Graduate Program in Education offers a Cross-Cultural, Language, and Academic Development (CLAD) Certificate for credentialed teachers who already hold a valid California Teaching Credential. This authorization is intended to qualify candidates to teach students who are limited English proficient (LEP), and may be added to a teaching credential upon completion of the required twelve units (and foreign language requirement). Eligible students may apply the CLAD course work toward the Master of Arts in Education degree. Please refer to M.A. Option 2 for

admission and program requirements.

Admission Requirements to the CLAD Certificate Program:

1. Submission of a graduate program application with corresponding fee (VUSC graduates are waived the application fee).
2. Verification of a valid CTC teaching credential.

Admission to the CLAD Certificate program does not constitute admission to the M.A. program. Those considering the degree program, please refer to M.A. Option 2 in the Master's Summary.

Program Requirements for the CLAD Certificate (12 units):

Foreign Language: Candidates must complete six semester units in course work that emphasizes the learning of a language other than English (including American Sign Language). Course work may be lower or upper division. The CTC has defined additional ways to meet this requirement. Please see the Credential Analyst of the Graduate Program in Education to determine acceptance and documentation of the language requirement. The foreign language units are not counted as part of the certificate unit requirement or the M.A. unit requirements.

Cross-Cultural, Language, and Academic Development/CLAD (12 units):

- EDUC 453 Language, Culture and Linguistics (3)
- EDUG 540 Cross-Cultural Studies for Educators (3)
- EDUG 501 Assessing Socio/Cultural Diversity (.5)
- EDUG 502 Context and Product Analysis (.5)
- EDUG 503 Task and Process Analysis (.5)
- EDUG 504 Content/Cultural language Analysis (1)
- EDUG 505 Process and Product Assessment (.5)
- EDUG 513 Specially Designed Academic Instruction in English/SDAIE (1)
- EDUG 515 Methods and Programs for Language Acquisition (1)
- EDUG 518 Whole Language Strategies for all Students (1)

Grade Requirements for CLAD Certificate:

A "B" (3.0) grade point average must be maintained in all certificate course work. No more than one "C" or "C+" grade may be applied toward the Master's degree. A "D" grade is not acceptable in any of the course work in the sequence. Courses may not be taken on a "pass/fail" or "credit/no credit" basis, with the exception of student teaching.

Optional: M.A./CLAD Certificate (additional 21 units).

Refer to M.A. Option 2 for admission and program requirements in the M.A. Summary.

MASTER OF ARTS PROGRAMS IN EDUCATION

Students may pursue one of four options:

- Option 1: Master of Arts in Education and CLAD Emphasis Credential
- Option 2: Master of Arts in Education and CLAD Certificate
- Option 3: Master of Arts in Education, Preliminary Credential and Christian Education Administration
- Option 4: Master of Arts in Education and Christian Education Administration

Each M.A. option is designed to fulfill a specific professional goal and provide graduate training to support professional excellence and instructional leadership. All M.A. Core course work is project based, focusing on the teacher- as- researcher and action research models. Regular standing in the specific degree option is required for enrollment in the M.A. Core (EDUG 605-610).

Grade Requirements for the Master of Arts in Education:

A "B" (3.0) grade point average must be maintained in all credential and Master's degree course work. All M.A. Core courses must be completed with a grade of "B-" or above. No more than one "C" or "C+" grade earned in the credential or certificate course work may be applied toward the Master's degree. A "D" grade is not acceptable in any course work in the sequence. Courses may not be taken on a "pass/fail" or "credit/no credit" basis, with the exception of student teaching. Credit will be granted for student teaching based on an overall evaluation of "B-" or better.

OPTION 1: Master of Arts in Education, CLAD Emphasis Credential

M.A. Option 1 is designed for students interested in pursuing a CLAD Emphasis Teaching Credential and applying their graduate course work toward the Master of Arts in Education degree. The Cross-Cultural, Language, and Academic Development Emphasis will prepare candidates to teach students who are Limited English Proficient (LEP). A total of thirty-six units are required for the Master of Arts in Education and a CLAD Emphasis Credential.

Admission Requirements for the M.A./CLAD Credential Program

1. A Bachelor's degree from a regionally accredited institution.
2. A graduate program application with corresponding fee (VUSC graduates are waived the application fee).
3. Official transcripts of all undergraduate and graduate courses.
4. Three letters of recommendations addressing potential success in an education graduate program.
5. A cumulative grade point average of 3.0 (B), or above in all undergraduate course work is required for regular standing admission in the degree program, or a student with a cumulative grade point average of 2.7-2.9 in all undergraduate work is eligible for admission with provisional standing. Student will be placed on Probationary status, and upon successful completion of the first required twelve graduate units of the program with a 3.5 GPA, the student will be eligible for regular standing, or

A student with a cumulative undergraduate GPA of 2.5-2.69 may be admitted with provisional standing on a Probationary status. Upon completion of the following three conditions, the student will be eligible for regular standing:

- a. To make up for academic deficiencies, student must complete an additional fifteen units of post-Baccalaureate course work with a 3.0 GPA. All course work must be pre-approved and completed at VUSC prior to enrolling in the EDUG 500 series.
- b. Student must complete the first required twelve graduate units of the program with a grade point average of 3.5 (ex: EDUG 500-522).

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- c. Student will meet with the Director for a progress evaluation conference to determine continuation in the degree program.

A candidate with a Master's degree from an accredited institution is waived the grade point average requirement.

6. Verification of passing the CBEST (California Basic Educational Skills Test) by presenting an original 3" X 4" transcript card to the Education Office. Students should plan to take the CBEST at least six months prior to submitting an application to the Graduate Program in Education.
7. *For the Multiple Subject Credential:* Submit verification of completion of a CTC approved Liberal Studies Subject Matter Preparation Program or submits passing score report for the appropriate Subject Matter PRAXIS/MSAT (Multiple Subjects Assessment Test). Subject Matter Preparation or the Subject Matter Examination must be passed and verified prior to review for admission. Students needing to take the examination should plan to do so at least 6 months prior to submitting an application to the Graduate Program in Education.
8. *For the Single Subject Credential:* Submit verification of completion of a CTC approved Subject Matter Preparation Program in an academic field or submit passing score report for the appropriate Subject Matter PRAXIS and SSAT Series examinations. Subject Matter Preparation or the Subject Matter Examination must be passed and verified prior to review for admission. Students needing to take the examination should plan to do so at least 6 months prior to submitting an application to the Graduate Program in Education.
9. U.S. Constitution requirement is met by POLI SCI 255 or equivalent or by test.
10. An interview with the Director and/or Teacher Education Evaluation Committee (TEEC).
11. Acceptance admissions by the Teacher Education Evaluation Committee (TEEC).

After acceptance into the program, the student must complete the following:

1. Certificate of Clearance: An application for fingerprint Clearance must be submitted prior to beginning the 500-level courses. An additional fee is required for the Commission on Teacher Credentialing (CTC) Clearance.
2. TB Test Clearance: must be submitted prior to beginning the 500-level courses.
3. Liability Insurance: additional fee required.
4. RICA (Reading Instruction Competence Assessment) – Multiple subject candidates only. Effective October 1, 1998, all student pursuing a multiple subject teaching credential must pass the RICA exam prior to applying for the credential. This exam is normally taken after completion of the reading courses.

Prerequisites for the MA./CLAD Emphasis Credential:

EDUC 302: Introduction to Education in a Multicultural Setting (3 units) should be taken prior to the 500 series

EDUC 453: Language, Culture and Linguistics (3 units). Should be completed prior to beginning the 500 series; may be taken concurrently with the 500 series by petition.

Foreign Language: candidates must complete six semester units in course work that emphasizes the learning of a language other than English (including American Sign Language). Course work may be lower or upper division. The CTC has defined additional ways to meet this CLAD requirement. Please see the Credential Analyst of the Graduate Education Program to determine acceptance and documentation of the language requirement. The foreign language units are not counted as part of the M.A. degree unit requirement.

SOCS 265/M.A.TH 265 Intro to Statistical Methods (Strongly Recommended for M.A.)

Program Requirements for the MA./CLAD Emphasis Credential Program

Professional Course Work (12 units):

- EDUG 500: Mission Statement Development (.5)
EDUG 501: Assessing Socio/Cultural Diversity (.5)
EDUG 502: Context and Product Analysis (.5)
EDUG 503: Task and Process Analysis (.5)
EDUG 504: Content, Culture and Language Analysis (1)
EDUG 505: Process and Product Assessment (.5)
EDUG 510: Deductive Methods (1)
EDUG 511: Inductive Methods (1)
EDUG 512: Cooperative Methods (.5)
EDUG 513: Especially Designed Academic Instruction in English/SDAIE (1)
EDUG 515: Methods and Programs for Language Acquisition (1)
(Elementary and Secondary Reading Course)
EDUG 516: Word Decoding, Comprehensive Strategies (1)
OR (For Elementary Reading Course)
EDUG 517: Speed-Reading and Study Skills Strategies (1)
(For Secondary Reading Course)
EDUG 518: Whole Language Strategies for All students (1)
(Elementary and Secondary Reading Course)
EDUG 520: Classroom Management (1)
EDUG 521: Parent and Community Relations (.5)
EDUG 522: Politics and Ethics (.5)

Methods/Curriculum Modules (EDUG 500-512/520-522) meet two afternoons/evenings a week. Reading Modules (EDUG 515,16 &18) meet one evening or weekends.

EDUG 517 meets one weekend during the semester
EDUG 513 (SDAIE) meets one weekend during the semester

The above schedule is subject to change pending enrollment. EDUG 500-522 (12 units) must be completed during the first semester of the teacher preparation program.

Pre-Student Teaching Practicum

Candidates must complete a Pre-Student Teaching Practicum concurrent with the 500 series courses. The Practicum will consist of a minimum of three hours a week in an instructional setting, preferably working with the same master teachers who will supervise the student during the actual student teaching experience in the second semester.

Student Teaching: EDUG 581 (12 units)

During the second semester, and upon satisfactory completion of the teacher preparation courses (EDUG 500-522), candidates will complete a minimum of sixteen weeks of Student Teaching. High School assignments may be longer, pending site requirements. An additional student teacher fee of \$30.00 per unit is charged at the time of registration. Single Subject candidates will complete their student teaching in grades 7-12. Multiple Subject candidates will complete their student teaching experience in two eight-week assignments for grades K-6.

Student Teaching is a full day experience. Single Subject candidates teach five days a week, teaching three classes and observing two. Multiple Subject candidates teach a full day, five days a week. Each student will complete a student teaching experience in a multicultural, multilingual environment. All assignments must be completed under the supervision of a credentialed master teacher and in the subject matter area that will appear on the student's credential. A university supervisor will be assigned to each student teacher for supervision and support. Student teachers may enroll in only one additional class during the semester they are Student Teaching. It is important to remember that student teaching is a full-time experience and requires focus and attention. All student teachers must attend a weekly Student Teacher Seminar on campus during the semester of Student Teaching.

Students with one or more years of full-time private or public school experience in the appropriate credential area may be eligible for modification of the length of student teaching. See the Student Teaching Coordinator of the Graduate Program in Education for more information.

Credential requirements may change at any time during a student's program based on changes of legislative action by the CTC.

MA. Core (12 units)

Prerequisite: completion of required 500 series; consent of director.

Candidate must be a regular standing degree student.

- EDUG 605 Current Issues in Education (2)
- EDUG 606 Introduction to Educational Research (4)
- EDUG 609 Curriculum Design and Teaching (3)
- EDUG 610 Assessment and Evaluation (3)

EDUG 606 Must be taken as the first course of the MA. Core. EDUG 605 may be taken concurrently with EDUG 606. EDUG 610 must be taken as the final course of the MA. Core. EDUG 609 may be taken concurrently with EDUG 610.

Optional: Professional Clear Credential Courses

EDUG 565: Use of Computers in the Classroom (2)

EDUG 566: Education of the Exceptional Child (3)

EDUG 568: Health for Educators (1)

OPTION 2: Master of Arts in Education, CLAD Certification

MA. Option 2 is designed for individuals who already hold a valid California teaching credential and wish to combine a Certificate in Cross-Cultural, Language, and Academic Development (CLAD) with additional graduate course work for a Master of Arts in Education. The CLAD authorization is intended to qualify individuals to teach students who are limited English proficient (LEP). The CLAD Certificate consists of 12 units (not including the required language verification); the MA. degree requires an additional 21 units. A total of thirty-three units, including a final project, is required for the Master of Arts in Education and CLAD Certificate.

Admission to the MA./CLAD Certificate Program:

1. A Bachelor's degree from a regionally accredited institution.
2. A graduate program application with corresponding fee (VUSC graduates are waived the application fee).
3. Official transcripts of all undergraduate and graduate courses.
4. Three letters of recommendations, including two letters from the school site.
5. A valid California teaching credential.
6. A cumulative grade point average of 3.0 (B or higher), in all undergraduate course work, or a grade point average of 3.0 in previously completed post-Baccalaureate graduate credential course work (no less than 15 units) is required for regular standing admission in the degree program, or a student with a cumulative grade point average of 2.7-2.9 may be eligible for degree admission with provisional standing.

Upon successful completion of the first required twelve units of the program with a 3.5 GPA, the student will be eligible for regular standing in the degree program, or a student with a cumulative undergraduate GPA of 2.5-2.69 may be admitted with provisional standing on a Probationary status. Upon completion of the following three conditions, the student will be eligible for regular standing:

To make up for academic deficiencies, student must complete an additional fifteen units of post-Baccalaureate course work with the following:

- a. 3.0 GPA. All course work must be pre-approved and completed at VUSC prior to enrolling in the EDUG 500 series.
- b. Student must complete the first required twelve units of the program with a grade point average of 3.5.
- c. Student will meet with the Director for a progress evaluation conference to determine continuation in the degree program. A candidate with a Master's degree from an accredited institution is waived the grade point average requirement.
- d. An interview with the Director and/or Teacher Education Evaluation Committee (TEEC).
- e. Acceptance admission by the Teacher Education Evaluation Committee (TEEC).

Prerequisite Requirement for the MA./CLAD Certificate:

SOCS 265/M.A.TH 265 Intro to Statistical Methods (Strongly Recommended for M.A.)

Requirements for the MA./CLAD Certificate:

Language: Candidates must complete six semester units in course work that emphasizes the learning of a language other than English (including American Sign Language) is required. Course work may be lower or upper division. The CTC has defined additional ways to meet this requirement. Please see the Credential Analyst of the Graduate Program in Education to determine acceptance and documentation of the language requirement. The foreign language units are not counted as part of the degree credits.

CLAD Preparation (12 units):

- EDUC 453 Language, Culture, and Linguistics (3)
- EDUG 540 Cross-Cultural Studies for Educators (3)
- EDUG 501 Assessing Socio/Cultural Diversity (.5)
- EDUG 502 Context and Product Analysis (.5)
- EDUG 503 Task and Process Analysis (.5)
- EDUG 504 Content/Cultural language Analysis (1)
- EDUG 505 Process and Product Assessment (.5)
- EDUG 513 Specially Designed Academic Instruction in English/SDAIE (1)
- EDUG 515 Methods and Programs for Language Acquisition (1)
- EDUG 518 Whole Language Strategies for all Students (1)

MA./CLAD Electives (9 units)

Electives will be selected with the approval of the Director.

Clear Credential courses may be applicable toward the MA./CLAD electives:

- EDUG 565: Use of Computers in the Classroom (2)
- EDUG 566: Psychology and Education of the Exceptional Child (3)
- EDUG 568: Health for Educators (1)

MA. Core (12 units)

Prerequisite: completion of all required 500 and elective courses; consent of director. Candidate must be a regular degree standing student.

- EDUG 605: Current Issues in Education (2)
- EDUG 606: Introduction to Educational Research (4)
- EDUG 609: Curriculum Design and Teaching (3)
- EDUG 610: Assessment and Evaluation (3)

EDUG 606 must be taken as the first course of the MA. Core. EDUG 605 may be taken concurrently with EDUG 606. EDUG 610 must be taken as the final course of the MA. Core. EDUG 609 may be taken concurrently with EDUG 610.

OPTION 3: Master of Arts, Preliminary Credential, & Christian Education Administration

The Master of Arts with Preliminary Credential and Christian Education Administration (CEA) is intended for the individual who wants to combine a California Preliminary Multiple or Single Subject Credential with additional graduate training in Christian Organizational Management and Leadership, for a Master of Arts in Education. This program includes nine credits of graduate work from the Leadership Studies component of the M.A. Program in Religion. A total of forty-five units are required for the Master of Arts in Education with a Preliminary Credential, and Christian Education Administration Emphasis.

Admission Requirements for the MA./Preliminary Credential and Christian Education Administration Program:

1. A Bachelor's degree from a regionally accredited institution.
2. A graduate program application with a corresponding fee (VUSC graduates are waived the application fee).
3. Official transcripts of all undergraduate and graduate courses.
4. Three letters of recommendations addressing potential success in a teacher preparation program.
5. A cumulative grade point average of 3.0 or above in all undergraduate course work is required for regular standing admission in the degree program, or

A candidate with an undergraduate grade point average of 2.7-2.9 may be eligible for degree admission with provisional standing. Upon completion of the first required twelve graduate units of the program with a GPA of 3.5, the student will be eligible for regular standing, or

A candidate with a cumulative undergraduate GPA of 2.5-2.69 may be admitted with provisional standing on a Probationary status. Upon completion of the following three conditions, the student will be eligible for regular standing:

- a. To make up for academic deficiencies, student must complete an additional fifteen units of post-Baccalaureate course work with a 3.0 GPA. All course work must be pre-approved and completed at VUSC prior to enrolling in the EDUG 500 series.
- b. Student must complete the first required twelve graduate units of the program with a grade point average of 3.5 (ex: EDUG 500-522).
- c. Student will meet with the Director for a progress evaluation conference.

A candidate with a Master's degree from an accredited institution is waived the grade point average requirement.

6. Verification of passing the CBEST (California Basic Educational Skills Test) by presenting an original 3" X 4" transcript card to the Graduate Education Office. Students should plan to take the CBEST at least six months prior to submitting an application to the Graduate Program in Education.

7. Multiple Subject Credential: Submit verification of completion of a CTC approved Liberal Studies Subject Matter Preparation Program or submit a passing score report for the appropriate Subject Matter PRAXIS/MSAT (Multiple Subjects Assessment Test). Subject Matter Preparation or the Subject Matter Examination must be passed and verified prior to review for admission. Students needing the examination should plan to take the test at least six months prior to submitting an application to the Graduate Program in Education.
8. Single Subject Credential: Submit verification of completion of a CTC approved Subject Matter Preparation Program in an academic field or submit a passing score report for the appropriate Subject Matter PRAXIS and SSAT Series examinations. Subject Matter Preparation or the Subject Matter Examination must be passed and verified prior to review for admission. Students needing to take the examination should plan to take the test at least 6 months prior to submitting an application to the Graduate Program in Education.
9. U.S. Constitution: met by POLI SCI 255 or equivalent, or by test.
10. An interview with the Director and/or Teacher Education Evaluation Committee (TEEC).
11. Acceptance admission by the Teacher Education Evaluation Committee (TEEC).

After acceptance into the program, the student must complete the following:

1. Certificate of Clearance: An application for fingerprint clearance must be submitted prior to beginning the 500-level courses. An additional fee is required for the Commission on Teacher Credentialing (CTC) Clearance.
2. TB Test Clearance: must be submitted prior to beginning the 500-level courses.
3. Liability Insurance: additional fee required.
4. RICA (Reading Instruction Competence Assessment) – MULTIPLE SUBJECT CANDIDATES ONLY: Effective October 1, 1998, all student pursuing a multiple subject teaching credential must pass the RICA exam prior to applying for the credential. This exam is normally taken after completion of the reading courses.

Prerequisite Requirements for the Preliminary Multiple/Single Subject Credential (non-CLAD)

EDUC 302 Introduction to Education in a Multicultural Setting (3) should be completed prior to beginning the 500 series.

SOCS 265/M.A.TH 265 Intro to Statistical Methods (Strongly Recommended for M.A.)

Program Requirements for the MA/Preliminary Credential and Christian Education Administration:

Professional Course work (12 units):

- EDUG 500 Mission Statement Development (.5)
- EDUG 501 Assessing Socio/Cultural Diversity (.5)
- EDUG 502 Context and Product Analysis (.5)

- EDUG 503 Task and Process Analysis (.5)
- EDUG 504 Content, Culture and Language Analysis (1)
- EDUG 505 Process and Product Assessment (.5)
- EDUG 510 Deductive Methods (1)
- EDUG 511 Inductive Methods (1)
- EDUG 512 Cooperative Methods (.5)
- EDUG 513 Specially Designed Academic Instruction in English /SDAIE (1)
- EDUG 515 Methods and Programs for Language Acquisition (1).
For Elementary and Secondary Reading Course
- EDUG 516 Word Decoding, Comprehensive Strategies (1)
OR For Elementary Reading Course
- EDUG 517 Speed-Reading and Study Skills Strategies (1). For Secondary Reading Course
- EDUG 518 Whole Language Strategies for All students (1). For Elementary and Secondary Reading Course
- EDUG 520 Classroom Management (1)
- EDUG 521 Parent and Community Relations (.5)
- DUG 522 Politics and Ethics (.5)

Methods/Curriculum Modules (EDUG 500-512/520-522) meet two afternoons/evenings a week.
Reading Modules (EDUG 515, 516 & 18) meet one evening a week or weekends.

EDUG 517 meets one weekend during the semester.
EDUG 513 (SDAIE) meets one weekend during the semester.

The above schedule is subject to change pending enrollment. EDUG 500-522 (12 units) must be taken during the first semester of the teacher preparation program.

Pre-Student Teaching Practicum: Candidates must complete a pre-student teaching Practicum concurrent with the 500 series courses. The Practicum will consist of a minimum of three hours a week in an instructional setting, preferably working with the same master teachers who will supervise the student during the actual student teaching experience in the second semester.

Student Teaching: EDUG 581 (12 units)

Upon satisfactory completion of the teacher preparation courses (EDUG 500-522), candidates will complete a minimum of sixteen weeks of student teaching during the second semester of the program. High School student teaching may be longer, pending site requirements. An additional student teacher fee of \$30.00 per unit is charged at the time of registration. Single Subject candidates will complete their Student Teaching in grades 7-12. Multiple Subject candidates will complete their student teaching experience in two eight-week assignments in grades K-6.

Student Teaching is a full day experience. Single Subject candidates teach five days a week, teaching three classes and observing two. Multiple Subject candidates teach a full day, five days a week. Each student will complete a student teaching experience in a multicultural, multilingual environment. All assignments must be completed under the supervision of a credentialed Master teacher and in the subject matter area that will appear on the student's credential. A university supervisor will be assigned to each student teacher for supervision and support. Student teachers may enroll in only one additional class during the semester they are Student Teaching. It is important to

remember that student teaching is a full-time experience and requires focus and attention. All student teachers must attend a weekly Student Teacher Seminar on campus during the semester of student teaching.

Students with one or more years of full-time private or public school experience in the appropriate credential area may be eligible for modification of the length of student teaching. All school experience must be verified. See the *Credential Analyst* of the Graduate Program in Education for more information.

Credential requirements may change at any time during a student's program based on changes of legislative action by the CTC.

Christian Education Administration/CEA (9 units). Nine units may be chosen from the following courses with the consent of the director:

EDUG 541 Philosophy of the Christian School (1)
EDAG 538 Church Financial Management (2-4)
EDAG 618 Church Leadership & Management Theory in Christian Organizations (2-4)
EDAG 620 Change in Christian Organizations (2-4)
EDAG 621 Mission and Marketing in Christian Organizations (2-4)
EDAG 622 Conflict Management (2-4)
EDAG 630 Pastoral Counseling in Christian Organizations (2-4)

MA. Core (12 units):

Prerequisite: completion of all required 500 and CEA series course work; consent of director. Regular standing is required prior to enrolling in the MA. Core.

EDUG 605 Current Issues in Education (2)
EDUG 606 Introduction to Educational Research (4)
EDUG 609 Curriculum Design and Teaching (3)
EDUG 610 Assessment and Evaluation (3)

EDUG 606 must be taken as the first course of MA. Core. EDUG 605 may be taken concurrently with EDUG 606. EDUG 610 must be taken as the final course of the MA. Core. EDUG 609 may be taken concurrently with EDUG 610.

OPTIONAL CLAD Emphasis Credential

Students may add the Cross-Cultural, Language, and Academic Development Emphasis Credential to this option by completing the following:

EDUG 453 Language, Culture, and Linguistics (3)
EDUG 540 Cross-Cultural Studies for Educators (3)
Foreign Language 6 Units

OPTION 4: Master of Arts and Christian Education Administration

Option 4 (MA./CEA) is intended for the individual who wants to pursue career advancement in private education and/or administration. The focus is to integrate professional training in curriculum and Christian Organizational Management and Leadership for a Master of Arts degree. This program includes nine credits of graduate work from the Leadership Studies component of the M.A. Program in Religion. Students in this program will not be eligible for a California teaching credential. A total of thirty-three units are required for the Master of Arts in Education and Christian Education Administration.

Admission Requirements for the Master of Arts and Christian Education Administration Program:

1. A Bachelor's degree from a regionally accredited institution.
2. A graduate program application with corresponding fee (VUSC graduates are waived the application fee).
3. Official transcripts of all undergraduate and graduate courses.
4. Two years of full-time successful teaching experience in a private and or public school.
5. Three letters of recommendations reflecting a successful track as a teacher and potential success in a graduate program in Christian Education Administration.
6. A cumulative grade point average of 3.0 or above in all undergraduate work is required for regular standing admission in the degree program; or
7. A candidate with an undergraduate cumulative grade point average of 2.7-2.9 may be eligible for degree admission with provisional standing. Student will be placed on Probationary status. Upon completion of the first required twelve graduate units of the program with a GPA of 3.5, the student will be placed on regular standing.

A candidate with a cumulative undergraduate GPA of 2.5-2.69 may be admitted with provisional standing on a Probationary status. Upon completion of the following three conditions, the student will be eligible for regular standing:

- a. To make up for academic deficiencies, student must complete additional fifteen units of post-Baccalaureate course work with a 3.0 GPA. All course work must be pre-approved and completed at VUSC prior to enrolling in the EDUG 500 series.
- b. Student must complete the first required twelve graduate units of the program with a grade point average of 3.5 (ex: EDUG 500-522).
- c. Student will meet with the Director for a progress evaluation conference and to determine continuation in the degree program.

A candidate with a Master's degree from an accredited institution is waived the grade point average requirement.

8. An interview with the Director and/or Teacher Education Evaluation Committee (TEEC).
9. Acceptance admission by the Teacher Education Evaluation Committee (TEEC).

Prerequisite Requirements for the MA/Christian Education Administration:
SOCS 265/M.A.TH 265 Intro to Statistical Methods (Strongly Recommended for M.A.)

Requirements for the MA/Christian Education Administration:

- Curriculum Preparation (12 units)
- EDUG 540 Cross-Cultural Studies for Educators (3)
- EDUG 453 Language, Culture, and Linguistics (3)
- EDUG 500 Mission Statement Development (.5)
- EDUG 501 Assessing Socio/Cultural Diversity (.5)
- EDUG 502 Context and Product Analysis (.5)
- EDUG 503 Task and Process Analysis (.5)
- EDUG 504 Content, Culture and Language Analysis (1)
- EDUG 505 Process and Product Assessment (.5)
- EDUG 510 Deductive Methods (1)
- EDUG 511 Inductive Methods (1)
- EDUG 512 Cooperative Methods (1)

Christian Education Administration/CEA (9 units) nine units may be chosen from the following courses with the consent of the director.

- EDUG 541 Philosophy of the Christian School (1)
- EDAG 538 Church Financial Management (2-4)
- EDAG 618 Church Leadership & Management Theory in Christian Organizations (2-4)
- EDAG 620 Change in Christian Organizations (2-4)
- EDAG 621 Mission and Marketing in Christian Organizations (2-4)
- EDAG 622 Conflict Management (2-4)
- EDAG 630 Pastoral Counseling in Christian Organizations (2-4)

M.A. Core (12 units)

Prerequisite: completion of required 500 series and CEA course work; consent of the director.
Regular standing required prior to enrolling in M.A. Core.

- EDUG 605 Current Issues in Education (2)
- EDUG 606 Introduction to Educational Research (4)
- EDUG 609 Curriculum Design and Teaching (3)
- EDUG 610 Assessment and Evaluation (3)

EDUG 606 must be taken as the first course of the M.A. Core. EDUG 605 may be taken concurrently with EDUG 606. EDUG 610 must be taken as the final course of the M.A. Core. EDUG 609 may be taken concurrently with EDUG 609.

Optional: Candidate may be eligible for the Preliminary Multiple or Single Subject credential by completing EDUG 513-522 and EDUG 581 (and meeting other program requirements). Please see the Coordinator for an individualized plan to transition to either M.A. Option 3 or M.A. Option 1. By adding these courses, the candidate insures eligibility for a California teaching credential.

COURSE DESCRIPTIONS

EDUC 302: Introduction to Education in a Multicultural Setting (3 units)

This course provides the philosophical background and classroom experience necessary to introduce a person to the teaching profession in a multicultural environment. The purpose of the class is to assist the student to gain an understanding of the resources and challenges facing a teacher serving a linguistically and culturally diverse student population. Discussion will focus on the Major professional organizations and educational research related to the philosophical, historical and demographic developments of American education. Students will complete a field work component to observe classroom management and organization, specially designed academic instruction delivered in English (SDAIE) instructional practices, and the curricula of grades K-12. This course is a prerequisite requirement for the Multiple and Single Subject credential programs.

EDUC 453: Language, Culture, and Linguistics (3 units)

Prerequisite: EDUC 302. Undergraduate students must have senior standing. This course surveys the acquisition and use of first and second languages. It examines the relationship of language to culture, language acquisition, and language analysis or linguistics, emphasizing the utility of such knowledge for educators. Stress is given to understanding language's reciprocal relation with culture, the nature of language systems and linguistic analysis to enable educators a better comprehension of second language acquisition within learning environments. This course is required for the Cross-Cultural, Language, and Academic Development (CLAD) Credential and Certificate.

EDUG 500: Mission Statement Development (.5 unit)

Teaching candidates will take the first step in developing a reflective professional classroom philosophy. Candidates will evaluate their philosophical bias related to the classroom. This reflection will result in the development of a "Mission Statement" which will guide the individual's professional development and instructional integrity.

EDUG 501: Assessing Socio/Cultural Diversity (.5 unit)

Individuals will become familiar with the cultural and individual diversity of the school community. The individual will complete a comparative study of their worldview, including cognitive and affective preferences, in relation to those of their prospective students. The results will be applied to the development of curriculum and a classroom management plan for use during the teaching experience.

EDUG 502: Context and Product Analysis (.5 unit)

The California Frameworks provide an overview of the content and cognitive skills that students in public schools must experience throughout their education. This course helps teachers to connect the appropriate subject matter content to a topical problem and/or product relevant to students, parents, educators and the community at large.

EDUG 503: Task and Process Analysis (.5 unit)

This course will assist candidates in defining the developmental and procedural steps, students will need to take in order to apply the subject matter content. Candidates will develop a task analysis flow chart.

EDUG 504: Content/Cultural/Language Analysis (1 unit)
To assist students' application of new learning to solve new problems, a teacher must define the laws or principles being applied. The teacher must also find language, models and examples that will enhance the student's comprehension of essential concepts. Candidates will develop demonstrations, models and picture files to assist the Limited English Proficient (LEP) student in understanding essential concepts.

EDUG 505: Process and Product Assessment (.5 unit)
Assessment plays an important role in the classroom to guide the teacher's instruction and promote student accountability. This course addresses the use, administration and interpretation of standardized norm referenced tests, "teacher made" quizzes, unit exams, portfolios and rubrics.

EDUG 510: Deductive Methods (1 unit)
An effective lesson requires an effective plan. A lesson plan provides a map whereby the teacher will stimulate the child's attention, explain and give examples of the content, check for the child's understanding, and guide the child in the application of the new learning. In this course, individuals will develop lesson plans for several curricular units of study, critique peer lesson plans, and "practice-teach" one of the lessons

EDUG 511: Inductive Methods (1 unit)
Using inductive models of instruction, candidates will develop lesson plans, which enhance students' critical thinking skills. The inductive discovery activities will be compared with deductive methodology.

EDUG 512: Cooperative Methods (.5 unit)
After a lecture or a discovery activity, students need the opportunity to independently apply the information presented by the teacher. One of the most effective way for students to apply the new information is in cooperative groups. Teachers will learn to organize and facilitate cooperative groups and competitive teams. The lesson adaptations will include: logistical consideration, activity development and directions, social skill development, individual/group accountability and assessment.

EDUG 513: Specially Designed Academic Instruction Delivered in English (SDAIE) .(1 unit)
Given the multilingual composition of the classroom today, individuals who teach subject matter in English need to adapt their communication skills. SDAIE methodology helps candidates serve the Limited English Proficient student by the use of simplified input visual models, context clues, peer interaction, transfer of prior knowledge, preview-review methods and advanced organizers. Candidates will adapt lesson plans to include SDAIE methodology.

EDUG 515: Methods and Programs for Language Acquisition (1 unit)
This course focuses on the English language acquisition needs for limited and non-English speaking students. Individuals will discuss theories and practice methods related to the teaching of oral and written English language acquisition to students whose first language is not English.

EDUG 516: Word Decoding and Comprehension Strategies (1 unit)
This course introduces candidates working toward their Multiple Subject credential to theories and methods of teaching reading acquisition. The course assists candidates in assessing their students' reading readiness, including phonemic awareness. Candidates will use their assessment to design

developmentally appropriate strategies to enhance the grapho-phonemic, semantic and syntactic cueing systems for students on pre-emergent through newly fluent reading levels.

EDUG 517: Speed Reading and Study Skills Strategies (1 unit)
Single Subject candidates will focus on the theories and methods which enhance reading comprehension and study skills. The course assists candidates in developing teaching methods that build reading comprehension, memory, note taking and test taking competencies in middle and high school students.

EDUG 518: Whole Language Strategies for All Students (1 unit)
Individuals will write lesson plans, which enrich and illustrate the curricular content by integrating literature and primary source material. Teachers who integrate literature in the curriculum stimulate their students' reading, oral and written expression. A special emphasis is placed on including literature that will be familiar and relevant to students from diverse cultures.

EDUG 520: Classroom Management (1 unit)
The novice teacher's first concern revolves around the ability to keep students on task. Research suggests that management of space, time, resources and information is the key. Candidates will develop classroom procedures, an implementation plan, a management plan, and a reinforcement system and conflict resolution skills. Teachers will focus on keeping their students on task with the least possible effort.

EDUG 521: Parent and Community Relations (.5 unit)
Parent involvement in the classroom has been demonstrated to improve student rapport, classroom management and cognitive outcomes. This course helps teachers to communicate effectively during parent conferences and parent meetings. A major focus of the course will be to develop mechanisms to partner with parents by forming volunteer systems representative of the culturally diverse classroom

EDUG 522: Politics and Ethics for Teachers (.5 unit)
This course is designed to cover the professional and ethical behaviors, which contribute to teacher success in a school community. Teachers develop a resume, a professional growth plan, and study the Commission on Teacher Credentialing "Rules for Professional Conduct. "

EDUG 540: Cross-Cultural Studies for Educators (3 units)
To meet the challenges of an ever-changing multicultural classroom, teachers need an understanding and appreciation of cultural diversity utilizing in-depth anthropological perspectives. This course will explore the definition of culture, its mechanisms for adaptation, acculturation, and assimilation. This course will foster an appreciation of cultural diversity as a product of cross-cultural contact, raise issues for teaching within a multicultural classroom, and demonstrate appropriate responses, communication techniques and strategies suited to educating those with differing world view ideologies.

EDUG 541: Philosophy of the Christian School (1 unit)
A study of the educational philosophy of evangelical schools. major philosophies are discussed and related to teaching within the context of a Christian worldview. Distinctive of Christian philosophy is emphasized. This course meets the Association of Christian Schools International (ACSI) certification requirements for philosophy.

EDUG 565: Use of Computers in the Classroom (2 units)
A study of the nature and use of computers in the educational process. An emphasis is placed on Computer Assisted Instruction (CAI) and the selection of software with a "hands on" approach to the use of Logo, word processing, spreadsheets, and other programs that are of assistance to educators or are currently used with students in K-12 classrooms. This course fulfills the Professional Clear Credential requirement.

EDUG 566: Psychology and Education of the Exceptional Child (3 units)
Prerequisite: PSYC 103 or equivalent. The psychology and education of mentally retarded, gifted, physically handicapped, emotionally disturbed, and other exceptional children. This course fulfills the Professional Clear Credential requirement.

EDUG 568: Health for Educators (1 unit)
Teachers will examine the K-12 curriculum for nutrition, family life and reproduction, drugs and alcohol. This course fulfills the Professional Clear Credential requirement.

EDUG 570: Special Topics (1-3 units)
Special topics in education: curriculum, assessment, instruction, community partnerships, classroom management and research.

EDUG 581: Student Teaching (3-12 units)
Prerequisites: EDUG 500-522 and Regular standing
An additional fee of \$30.00 per unit is required at the time of registration for EDUG 581.

Student Teaching provides candidates with an opportunity to observe, practice, and validate the methods and curriculum they have developed in the professional course work. Candidates will teach in several classroom settings, which provide them with opportunities to instruct students with diverse worldviews and skills development under the guidance of a master teacher. Candidates will demonstrate teaching competence in a classroom setting in relation to the standards set by the Commission on Teacher Credentialing. Candidates will document their instructional planning skills, lesson presentation skills, assessment skills, management skills, networking skills and professionalism in a portfolio. The candidate will have 16 weeks to complete the portfolio.

EDUG 590: Seminars in Education (1-6 units)
Mutual investigation of one topic in education of particular relevance to graduate students in education.

EDUG 605: Current Issues in Education (2 units)
Prerequisites: EDUG 606 or concurrent enrollment.
An in-depth investigation of current problems and issues that affect education in America. Students will also study current trends in curriculum, teaching practice, and school organization and evaluate them in terms of the effectiveness of teaching and learning and the quality of life in the school community.

EDUG 606: Introduction to Educational Research (4 units)
Prerequisites: Regular standing and consent of director.
This course enables graduate students in education to become acquainted with literature on

research methodologies, and to develop an understanding of such methodology in light of educational research. The goal is to become a critical reader of research reports, and a consumer and producer of research. To this end, a series of research assignments will enable the student to apply his/her learning and to develop skills in interpreting research designs and research literature. This course must be taken as the first course of the M.A. Core sequence.

EDUG 609: Curriculum Design and Teaching (3 units)
Prerequisites: EDUG 606 and consent of director.

This course will provide students with the opportunity to examine historical, philosophical, and sociopolitical influences on the curriculum of American public schooling. Curriculum design, implementation and evaluation strategies will be considered. The role of teachers and others in curriculum decision making will be explored, particularly as it relates to educational change. Particular emphasis will be given to state curriculum documents and curricular recommendations of professional associations.

EDUG 610: Educational Assessment and Evaluation (3 units)
Prerequisites: EDUG 605, 606 and 609 (or concurrent enrollment with EDUG 609).

This course will focus on qualitative and quantitative assessment instruments that are needed to evaluate the potential and progress of children throughout the instructional process. The course will cover both individual and program evaluation methods (includes formal and informal methods of assessment).

EDUG 670: Special Topics (1-3 units)
Special topics in education; curriculum, assessment, instruction, community partnerships, classroom management and research.

EDUG 680: Individual Studies (1-6 units)
An individual study initiated by the student who must develop a written prospectus of the proposed study and secure an appropriate sponsoring faculty member to supervise and evaluate the study. Up to a maximum of six credits of individual study may be applied toward degree requirements. Permission of the Director of the Graduate Program is required.

EDUG 690: Seminars in Education (1-6 units)
Mutual investigation of one topic in education of particular relevance to graduate students in education.

EDUG 699: Continuous Registration: Master's Study (1 unit)
Prerequisite: EDUG 610 and advancement to candidacy. Continuation of independent project study. Credit does not count toward masters degree requirements. (Fee equivalent to one unit hour of tuition.) EDUG 699 will carry a grade of "CE" (continuing enrollment) until all course requirements are met, at which time the grade will be changed to "CR" (credit).

Christian Education Administration Courses

EDAG/CLSG 538: Church Financial Management (2-4 units)

Prerequisite: BUS 220/221, BUS 215/216, or permission of the instructor and consent of director. Basic accounting, cash/banking, financial record keeping and reporting, plant/property management, audits, insurance, wills, endowment and stewardship programs will be included in this course. This course is offered by the Leadership Studies component of the M.A. in Religion.

EDAG/CLSG 618: Church Leadership and Management Theory In Christian Organizations (2-4 units)

Prerequisites: Regular standing and consent of director.

A conceptual overview, which examines church leadership, the interior life of the leader, development of vision and translating vision into management and organizational processes. Awareness of one's own leadership, interpersonal skills, decision-making processes, and motivation will be explored within the context of a local congregation, Christian school and other religious organization. This course is offered by the Leadership Studies component of the M.A. in Religion.

EDAG/CLSG 620: Change in Christian Organizations (2-4 units)

Pre-requisites: Regular standing and consent of director.

A systemic examination of change within congregations and religious organizations with a view to understanding the relationship between the organization structures and its environment. Long range planning, problem solving, and program evaluation will be explored in light of intentional mission and ministry. This course is offered by the Leadership Studies component of the M.A. in Religion.

EDAG/CLSG 621: Mission and Marketing in Christian Organizations (2-4 units)

Pre-requisites: Regular standing and consent of director.

Students will reflect on the vision of the organization and how marketing theory integrates the corporate organizational mission with internal needs and community needs in a voluntary "exchange" process. This course is offered by the Leadership Studies component of the M.A. in Religion.

EDAG/CLSG 622: Conflict Management (2-4 units)

Pre-requisites: Regular standing and consent of director.

An examination of the nature of conflict and how it develops within the church or religious organization, ways to manage conflict, and how to be effective in intervention strategies using the best models in social sciences and the Christian tradition. This course is offered by the Leadership Studies component of the M.A. in Religion.

EDAG/CLSG 630: Pastoral Counseling in Christian Organizations (2-4 units)

Pre-requisites: Regular standing and consent of director.

This seminar will review the literature on pastoral counseling in order to discover current trends in counseling and therapy, including Christian perspectives. The course will explore the relationship of the pastoral or Christian counselor to other health care professionals and will integrate theological reflection with social science theory and practice. This course is offered by the Leadership Studies component of the M.A. in Religion.

FACULTY

Resident Faculty

MAGALI (MIKKI) GIL. Professor of Education. B.A., Hunter College, City University of New York; M.A., University of California, Los Angeles; M.A., Ph.D., University of California, Irvine.

JEFFREY HITTENBERGER. Director of Graduate Program in Education, and Professor of Education. B.A. Evangel College; Rotary Foundation Graduate Study, 'University Mohamed V. Rabat, Morocco; MS.Ed., University of Southern California; Ph.D., University of Southern California.

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Adjunct Faculty

ANAIDA COLON-MUNIZ. Professor of Education. B.S., State University of New York at Binghamton; M.A., Bank Street College of Education; Ed.D., University of Massachusetts.

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TOM WATT. Professor of Education, B.A., Central Bible College; M.A., United States International University.



Graduate Programs in Religion

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Abbreviations

GPR -- Graduate Programs in Religion
OGPR -- Office of Graduate Programs in Religion
The Coordinator -- Coordinator for Graduate Programs in Religion
The Director -- Director for Graduate Programs in Religion
GAAC -- Graduate Academic Affairs Committee

CALENDAR 1999-2000

Fall Semester 1999

July 1	Application deadline for Fall 1999 Semester Admission
August 24	New Students' Orientation
October 1	Application deadline for Spring 2000 Admission
October 4	Last day to file notice to take Comprehensive Examination during week of November 15
November 15-19	Comprehensive Examinations
November 15-19	Spring 2000 Registration Packets mailed
November 29	Registration Mail-in Deadline for the Spring 2000 Semester
December 10	Deadline for Thesis/Project Defense or submission of Directed Reading synthesis paper

Spring Semester 2000

January 13	New Students' Orientation
January 31	Last day to file notice to take Comprehensive Examination week of March 15
March 1	Application deadline for Summer 2000 Semester Admission
March 15	Deadline for Thesis/Project Defense or submission of Directed Reading synthesis paper in order to participate in Commencement
March 15-19	Comprehensive Examination (M.A. program)
April 3-7	Registration Packets for Summer and Fall 2000 mailed
May 5	Deadline for Thesis/Project Defense or submission of Directed Reading synthesis paper if NOT participating in Commencement
May 5	Commencement Dinner

Summer Sessions 2000

May 8	Last day to file notice to take Comprehensive Examination during week of June 19
June 1	Application Deadline for Fall 2000 Semester Admission
June 19-23	Comprehensive Examination (M.A. program)
July 15	Registration Mail-in Deadline for the Fall 2000 Semester

CALENDAR 2000-2001

Fall Semester 2000

August 22	New Students' Orientation
September 4	Labor Day Holiday
October 1	Application deadline for 2001 Spring Admission
October 2	Last day to file notice to take Comprehensive Examination during week of November 13
October 9	Columbus Day Holiday
November 6-10	Registration packets for Spring 2001 mailed to returning and newly accepted students
November 23, 24	Thanksgiving Holiday
November 27	Deadline for Spring 2001 mail-in registration (in time for bursar statement)
December 15	Deadline for Thesis/Project Defense or submission of Directed Reading synthesis paper
December 25-29	Offices closed for Christmas Holiday

Spring Semester 2001

January 1	New Year's Day Holiday
January 9	New Students' Orientation
January 15	Martin Luther King Holiday
January 29	Last day to file notice to take Comprehensive Examination during week of March 12
February 19	Presidents' Day Holiday
March 1	Application deadline for Summer 2001 Semester Admission
March 12-16	Comprehensive Examinations (M.A. program)
March 15	Deadline for Thesis/Project Defense or submission of Directed Reading synthesis paper in order to participate in Commencement
April 2-6	Registration Packets for Summer and Fall 2001 mailed
May 4	Deadline for Thesis/Project Defense or submission of Directed Reading synthesis paper if NOT participating in Commencement
May 4	Commencement Dinner

Summer Sessions 2001

May 7	Last day to file notice to take Comprehensive Examination — week of June 18
June 1	Application Deadline for Fall 2001 Semester Admission
June 18-22	Comprehensive Examinations (M.A. program)
July 15	Registration Mail-in Deadline for the Fall 2001 Semester

Letter from the Director

Welcome to the Graduate Programs in Religion at Vanguard University of Southern California. For the next few semesters you will be joining a unique educational community of individuals who are committed to a life-long study of the Christian faith.

Within this Pentecostal community of faith, you will have the opportunity to worship, dialogue, to learn and grow with persons from a variety of denominational backgrounds. We encourage you to add your own voice to the rich diversity of perspectives you will encounter, and to open your mind and heart to the enriching influences of faculty and fellow students.

Many of your questions regarding our programs will be answered in the following sections. However, you are always welcome to visit us at the Graduate Religion Office, located in rooms 124 and 125 on the first floor of Smith Hall. Our office hours are 8:30-4:30, Monday through Friday.

Our staff and faculty are here to serve you and to help you receive the very best education possible, effectively equipping you to fulfill God's purpose for you life.

Cordially,

Sherilyn Benvenuti, Ph.D.
Director of Graduate Programs in Religion
and Assistant Professor of Social Ethics

Sherilyn Benvenuti, Director: 714.556.3610 ex. 249 Sbenvenuti@vanguard.edu
Phyllis Derksen, Coordinator: 714-556-3610 ex. 248 Pderksen@vanguard.edu
Learn about us through our web site: <http://www.vanguard.edu/GradReligion>

MISSION: *The Graduate Programs in Religion express our commitment to prepare individuals to become effective Christian leaders by promoting excellence in the study of scripture, theological reflection, and the principles of church leadership. Our purpose is to ensure that students are competent in the interpretation of biblical texts, and have the opportunity to explore the theological and ethical implications of those texts. We also encourage students to form a personal understanding of the church's mission and to develop the skills necessary to lead and manage Christian organizations.*

More specifically, our mission is expressed through achieving the following objectives:

- offer graduate degree programs of high quality through increasing the student's capacity for critical, investigative thinking;
- provide resources for those pursuing scholarship interests in theological disciplines;
- enhance greater professional skills and competence for persons who are preparing for ministry and for persons already in ministry;
- equip laity for ministry within the local church or para-church settings; and
- promote community and collaboration among students and faculty.

VUSC offers two graduate programs in Religion: the *Master of Arts* degree and the *Master of Theological Studies* degree.

The Master of Arts degree in Religion is a two-year program (nine units per semester) that allows the student to select a Biblical Studies, or a Church Leadership Studies concentration. Each concentration is an academic, research-oriented program designed to prepare graduate students for research in a chosen discipline, and for future study in a Doctoral Program. Requirements for the M.A. degree in Religion include: coursework, a comprehensive examination, specialized research instruction, and a research exit option. The program requirement assumes students have completed certain prerequisites at the Baccalaureate level or through additional courses in each of the concentrations.

The Master of Theological Studies is a three-year professional degree program (nine units per semester) that prepares students for service in the church or religious organization. The courses in this program emphasize biblical studies, theology and ethics, and church leadership studies. No prerequisites in Religion for admission to this program are required.

HISTORY OF GRADUATE PROGRAMS IN RELIGION

For almost 80 years, Vanguard University of Southern California has been a leader in educational innovation within its denomination, and in fulfilling its original vision of training men and women for Christian ministry. A major milestone was reached in 1983, when the University initiated its first graduate program leading to the Master of Arts (M.A.), an academic degree with a major in religion and concentrations in Biblical Studies and Church Leadership Studies. This program was well received, and in 1991, a three-year professional degree leading to a master of Theological Studies (M.T.S.) was added. Currently, about sixty students are actively enrolled in these degree programs.

These Graduate Programs in Religion contribute to the original mission of the University, to prepare men and women for ministry within the Assemblies of God, though presently students come from other denominations and diverse backgrounds. Our commitment to all students is to provide the opportunities for academic, professional and spiritual growth, which we believe is found in the community of graduate students and faculty.

ACADEMIC POLICIES

Admission Information

Application forms for graduate degrees in Religion can be obtained from and returned to the Office of Graduate Programs in Religion (OGPR). Please call the OGPR (714 556-3610 X248) to request an application.

Admission Procedures

1. Please complete the application as thoughtfully as possible. Be sure to include the application fee (the amount is specified on p. 4 of the application), unless the BACHELOR'S degree was earned at VUSC. There is no application fee for Vanguard graduating students.

2. Obtain a recommendation from the academic advisor under whose guidance the student pursued his or her BACHELOR'S degree or another professor who knows the student well and has evaluated written work from him or her.
3. Obtain a recommendation from a minister who knows the perspective student well in a church context and who is not related.
4. Obtain official transcripts of all academic work taken since graduation from high school. For degree-seeking status into our programs, the "official" transcript indicating that a BACHELOR'S degree has been earned. If the BACHELOR'S degree has not been completed at the time of application, applications will still be processed. The official transcript is due at our office as soon as possible after the BACHELOR'S degree has been granted.

When the student has completed and returned the application packet, the file will be forwarded to the Admissions Committee for evaluation. If the application is not approved, the reason(s) will be clearly spelled out. If the applicant is accepted, the OGPR will assign the student a faculty academic advisor and will forward the enrollment forms for the next semester of study.

Registration

When a student has been accepted into the graduate program, he or she may register and sign up for classes by mail. A registration packet containing the necessary forms and registration deadlines will be sent to the student's address of record. Those documents are to be returned to the prospective Program Office for immediate action. After the Records Office has processed the registration forms, the student may request a computer-generated record of the courses and tuition charges for which the student is officially enrolled.

Students may also register in person on regular registration dates (refer to the Program Calendar). At registration, the student may request a detailed record of current registration activity. Carefully review the information and contact the Program Office immediately if there are any inaccuracies.

The registration process also includes financial registration. Deadlines for each semester are listed in this catalog, and are included in each semester course schedule. Financial registration is complete only when the student has reached an agreement with the Business Office regarding method of payment (payment in full, or a signed contract) for tuition and other related costs. A late fee will be applied if registration has not been completed by the official deadline as specified. Credit will not be granted until the registration process is complete.

It is important to maintain active status in a degree program. To do this, the student will register for one or more courses or file a "leave of absence" for each inactive semester. If the student neglects to register or file, he or she will be required to apply for re-admission.

Late Registration

Students may register for courses up to two weeks after the start of a semester with the permission of the Program Director, student's academic advisor and professors. This arrangement may require individual studies and conference courses. The University reserves the right to refuse late registrations.

Credit for concurrent enrollment at any other institution requires prior approval by the Director. The University reserves the right to cancel any course that has inadequate enrollment.

Academic Advisors

The Coordinator assigns a faculty member to serve as the academic advisor for each student. The name of the academic advisor is included in the student's letter of acceptance. The advisor provides his or her student with current information and available and recommended courses. It is in the student's best interest to schedule an appointment (in person or by telephone) each semester with his or her academic advisor before registration.

Courses offered at several hours each meeting day are treated as combined days. (A seven-hour day might constitute up to 3-4 days.) Therefore, withdrawals should be made before the first day of the first session. If withdrawal is necessary from a special formatted course after it has begun, the student may request the Records Office to calculate the effect on the transcript.

Program Grading System

Grade	Significance	Grade Points
A	Superior	4.0
A-	Exceptional	3.67
B+	Very Good	3.33
B	Good	3.0
B-	Fair	2.67
C+	Unsatisfactory	2.33
C		2.0
C-		1.67
D+		1.33
D		1.0
D-		0.67
F	Failing	0.0
P	Passing	Not Applicable
W	Withdrawal	Not Applicable
WP	Withdrawal Passing	Not Applicable
WF	Withdrawal Failing	0.0
CR	Unit	Not Applicable
INC	Incomplete	Not Applicable
CE	Continuous Enrollment	Not Applicable

Grade Point Average

A grade point is a numerical value assigned to a letter grade. Each credit of a grade of "A" is assigned four (4) grade points. Each credit of a grade of "A-" is assigned three point six seven (3.67) grade points. Each credit of a grade of "B+" is assigned three point three (3.33) grade points. Each credit of a grade of "B" is assigned three (4) grade points, etcetera. Thus, for example, a three (3) credit hour course with a grade of "B" is assigned a total of nine (9) grade points.

A grade point average (GPA) is determined by dividing the total number of grade points by the number of credits attempted for which grade points have been assigned.

The term "current grade point average" refers to the GPA earned in the last semester of enrollment. The term "cumulative grade point average," on the other hand, refers to the average of the total grade points accumulated divided by the total of all graduate credits attempted in the University. The cumulative GPA is calculated and entered on the transcript of the student's academic record at the end of each full semester.

While courses may be transferred from other graduate institutions, grade point averages are determined only based on courses completed at VUSC.

Grade Reports

All students officially enrolled in upper division or graduate courses will receive a grade report via mail at the end of each semester. Students are responsible for reviewing contents of grade reports for accuracy.

Incomplete Work

An "Incomplete" grade is the way the institution agrees to respond to a student who has been prevented from completing some or all of the requirements (in one or more courses) due to circumstances which were beyond the student's control. In those cases, a student may request additional time to complete the course requirements. It is the responsibility of the student to obtain a "Request for Incomplete Grade" form from the Records Office and to meet with the course professor(s) as early in the semester as possible. The professor will then decide if the circumstances warrant an Incomplete, assign course work necessary, and penalties (if applicable) for submitting work late. A professor is under no obligation to assign an incomplete grade or to administer a make-up examination.

Examples of acceptable grounds for granting an incomplete grade include: personal or family illness of more than brief duration, serious personal or family crisis, or an unplanned increase in job responsibilities. Unacceptable grounds include heavy or difficult class load, heavy work schedule, or computer problems.

Classification of Students

Regular Standing— Students who intend to obtain a Master's degree and who have met all admission requirements are granted regular standing in the GPR. Only those students who have regular standing may become candidates for the Master's degree.

Provisional Standing— This classification is used for students who have the B.A. degree but either lack some of the undergraduate courses listed above which are needed for regular standing (24 credit hours of Religion, for example), or have a deficient GPA. Students with provisional standing will be moved to regular standing after completing their course prerequisites and/or after demonstrating ability to do graduate level work by completing twelve (12) credit hours of graduate study with at least a "B" (M.A.) or "B-" (M.T.S.) in each course.

Note—When a student is ready to transition from "provisional" to "regular standing," he or she will request a Change of Standing form from the OGPR. Once received, the student's academic advisor and the Graduate Studies Director, who will review the "change of status" and advise accordingly, will process the request.

Conditional Standing— Students who are currently in their senior year and within 18 units of completing their Bachelor's degree program (including the VUSC general education religion requirements) may be granted conditional standing. Conditional standing in a graduate program allows the student to enroll simultaneously in undergraduate and graduate coursework while completing the requirements for the Bachelor's degree. Students with conditional standing are not considered candidates for a Master's degree. An abbreviated application form is available from the OGPR to apply for conditional standing. When the Bachelor's degree is complete, students may re-apply for full admission into the graduate program. At that time, a regular application packet will be completed. A maximum of sixteen (16) credit hours of graduate coursework (earned while on conditional standing) will be applied toward the Master's degree requirements.

Special Standing— Students who meet all requirements for regular standing but who do not plan to earn a degree may be granted special standing in the GPR. With special standing, students may apply to the GPR for regular standing in the degree program by completing the regular application packet. However, the University and its Graduate Program are not obligated to accept a student with special standing into regular degree status. An abbreviated application form is available from the OGPR for students applying for special standing.

Auditor— Auditor status is the classification for students who attend classes for personal enrichment rather than for academic credit, with no obligations to participate actively in the work. Audit courses do not earn units of credit. All students who audit any course will complete the audit form available in the OGPR. Students who take audit courses exclusively will complete the abbreviated application form as well as the audit form needed for each course. Audit students are welcome in any available course.

- Part-time students (8 graduate units or less) or students taking only audit courses will be charged an audit fee (less than one-half regular tuition rate per unit) for each audited course. Each audited course will be recorded on the student's transcript.
- Full-time students (9 graduate units or more) may audit any course, undergraduate or graduate level, free of charge on a space-available basis. If students would like the audit course to appear on their transcript, they must register for the audit with the Records Office and request financial assistance through the OGPR.
- Alumni/are of our Graduate Programs in Religion, and graduate students who have completed all required coursework toward the M.A. or M.T.S. (excluding the exit option), may attend any graduate course free of charge on a space available basis.

International Students— International students are required to complete the admissions process for acceptance by the University and submit a certification of finances form to confirm sufficient financial resources to cover tuition and related expenses (fees, books, living expenses, and return fare home). Also, one year tuition and living costs must be deposited with the University before a Certificate of Eligibility (for non-immigrants "F-1" Student Status — form I-20) is issued. International students must maintain nine (9) graduate level credits of non-repeatable courses each semester and renew the I-20 forms annually for any travel outside of the United States.

All students need to be fluent in English to follow course lectures and complete their written assignments. The Graduate Religion Admissions Committee might require documentation for fluency in English. Such tests as TOEFL and/or TSE might be required for international students whose first language is not English. A minimum score of 650 is normally expected. A (slightly) lower score may be accepted if accompanied by documentation of a successful evaluation from an English as a Second Language program (ESL) here in the United States. Students that have not mastered English may need to employ (at prevailing rates) an editor to assist in the completion of their exit option written work.

Scheduling Courses

Many graduate students are adult learners who work full time. Therefore, OGPR makes every attempt to schedule courses at times that will facilitate progress in the degree program. Most courses will be scheduled in three-hour blocks, afternoon or evening, once a week. Other courses will be scheduled for several weekends during a given semester. In most cases, students should be able to carry a full load, and still limit travel time to and from campus.

The typical academic year is structured as follows:

Fall Semester — is generally scheduled from late August into the second week of December. Full-time status is a minimum of nine (9) credit hours.

Spring Semester — is generally scheduled from mid-January to early May. Full-time status is a minimum of nine (9) credit hours.

Summer Semester — is generally scheduled from mid-May through mid-July and is divided into three modules of three-week sessions which makes earning nine (9) credit hours during the Summer semester possible.

Course Schedule Changes

When circumstances necessitate changes in a course schedule, students are required to complete and file an Add/Drop form in the Records Office. This procedure will adjust and maintain transcripts in a timely and accurate manner. Classes dropped during the first four weeks of the semester are not entered on the transcript. Classes dropped subsequently and up to the end of the eighth week will appear on the transcript with a grade of "W." Classes dropped after the eighth week will receive a grade of "F" without mediation from the professor. At the discretion of the professor, a "WP" or "WF" (to replace the "F") may be granted.

The course professor(s) and the student's academic advisor must approve all regularly scheduled classes added after the first five days of classes.

Courses offered at several hours each meeting day are treated as combined days. (A seven-hour day might constitute up to 3-4 days.) Therefore, withdrawals should be made before the first day of the first session. If withdrawal is necessary from a special format course after it has begun, you may request the Records Office to calculate the effect on your transcript.

PROGRAM POLICIES

There are important policies that govern the student's relationship to the University. If at any time a graduate student should disagree with a policy decision (or believe it is unfair, unclear or inaccurate), he or she is encouraged to express it to the Office of Graduate Programs in Religion. We will make every effort to resolve the discrepancy. If the student is not satisfied, any formal decision of the OGPR may be appealed to the Dean of the Graduate School.

Student Academic Load

A full-time academic load at the graduate level is nine (9) credit hours or more per semester. Exceptional students may enroll for up to sixteen (16) credit hours upon the counsel of the academic advisor. Students may not enroll for more than sixteen (16) credit hours in a regular semester without the recommendation of their academic advisor and the approval of the Director. The student may petition the action of the Director to the Dean of the Graduate School.

Course Numbering System

In order to interface with the undergraduate program, academic credit at the graduate level is also measured in semester hours. The course numbering system is as follows:

500 level = M.T.S. and M.A. students, may also be taken by undergraduate students.

600 level = M.T.S. and M.A. students only.

700 level = M.A. and qualified M.T.S. students only.

Course Limitations

You may apply up to three (3) 500-level courses, or a total of no more than nine (9) credit hours toward your M.A. degree; or up to four (4) 500-level courses, or a total of twelve (12) credit hours beyond the core courses toward the M.T.S. degree. Exceptions to this policy will be considered on a case-by-case basis.

Course Department Substitutions

You may enroll in one course (no more than 3 units) which is in a different department than your program design specifies. For example, M.A. Church Leadership Studies students may request a course with an OTG or NTG department designation instead of CLSG (available to M.A. and M.T.S. students). This applies to elective coursework only.

Program Grade Requirements

M.A. Degree — In order to graduate, students must maintain a cumulative grade point average of at least "B" (3.0 on a 4.0 scale). Students should therefore enroll for a reasonable course load for each semester since graduate courses generally require more time than undergraduate courses. Any grade below "B-" is below minimal performance in the M.A. program and indicates that improvement is required in order to complete the M.A. degree. Students who receive a second grade, which is below a "B-", will be required to meet with their academic advisor and the Director to determine whether or not they should continue as degree students. A third course grade that is below a "B-" may result in dismissal from the program at the discretion of the Graduate Academic Affairs Committee (GAAC). No more than two (2) course grades of "C+", or "C" may count toward the Master's degree. Grades of "C-" and below cannot be used for credit toward the Master of Arts degree

except by repeating the course with a satisfactory grade. Grades of "C-" and below will remain on the student's permanent record.

MTS. Degree—In order to graduate, students must achieve a minimum grade point average of B- (2.67 on a 4.0 scale). Students should therefore enroll for a reasonable course load for each semester since graduate courses generally require more time than undergraduate courses. Any grade below a "C+" is considered below minimal performance in the M.T.S. program and indicates that improvement is required if students expect to complete the M.T.S. degree. If students receive a second grade below a "C+", they will be required to meet with their academic advisor and the Director to determine whether or not students should continue as degree students. If students receive a third grade below a "C+", they could be dismissed from the program at the discretion of the GAAC. No more than two (2) course grades of "C" or "C-" may count toward the Master's degree. Grades of "D" and below cannot be used for credit toward the M.T.S. degree except by repeating the course with a satisfactory grade. Grades of "D" and below will remain on the student's permanent record.

Incomplete Work

Definition: An "Incomplete" grade is the way the institution agrees to respond to a student who has been prevented from completing some or all of the requirements in one or more courses due to circumstances which were beyond the student's ability to prevent or foresee, and who has requested additional time to complete the course requirements. It is the responsibility of the student to obtain a "Request for Incomplete Grade" form from the Records Office and to meet with the course professor(s) as early in the semester as possible. The professor will then decide if the circumstances warrant an Incomplete, course work necessary, and penalties (if any) for submitting work late. A professor is under no obligation to assign an incomplete grade or to administer a make-up examination.

Examples of acceptable grounds for granting an incomplete grade include: personal or family illness of more than brief duration, serious personal or family crisis, or an unplanned increase in job responsibilities. Unacceptable grounds include heavy or difficult class load, heavy work schedule, or computer problems.

Incomplete Policy: All incomplete work from the Fall semester must be completed before the end of the Spring semester; and all incomplete work from the Spring semester or a Summer session must be completed before the end of the next Fall semester.

When incomplete work is not made up on time, the tentative grade assigned by the professor with the Incomplete (example: I/D) automatically becomes posted to the student's permanent record. Incompletes resulting in RELG coursework will carry an alternate grade of "CE" (continued enrollment) and no credit will be earned until all course requirements are satisfied, and the professor submits a grade change to CR (credit). Exceptions or extensions to this policy are made only with the approval of the Director and the course professor(s).

Academic Deficiencies

If a student has provisional standing due to coursework deficiencies, they may still enroll in graduate classes. However, all deficiencies must be removed before completing twenty (20) credit hours of graduate work, and before making application for Advancement to Candidacy. The use of pass/fail grades may be permitted for general undergraduate deficiency courses taken at VUSC.

Program Time Limits

All work for the Master's degrees will be completed within five (5) years for the M.A. degree and eight (8) years for the M.T.S. degree from the date of entrance.

If additional time is needed to complete the requirements, approval from the Director must be obtained by filing a general petition. Extensions may be granted up to two (2) years for all programs. A student who exceeds both extension deadlines must repeat any credit-bearing courses (or appropriate alternative course work) that were completed seven (M.A. program) or ten (M.T.S. program) years earlier.

Program Changes and Delays

Adding or Dropping Courses

If one or more courses are added or dropped during a semester, a Request for Add/Drop form (available in the Records Office) must be submitted to the Records Office after signatures are obtained from the course professor(s).

Withdrawal From a Semester

Complete withdrawal from the program during a regular academic term requires two forms (available in the Records Office): 1. "Request for Add/Drop" form with professor's signatures; and 2. Official Withdrawal form for withdrawal approval from the academic advisor. Students who do not officially withdraw from classes will automatically be given a grade of "F" (failure) by the professor(s). Failure to withdraw officially could lead to future problems in transferring credit to other graduate institutions or when applying for readmission. Students who follow the proper withdrawal procedures, due to justifiable personal circumstances, will be classified as "withdrawn in good standing." The tuition refund policy will be observed in cases of official withdrawal from the GPR.

Leave of Absence

Should personal matters prevent the student from taking any courses for one or two semesters, he or she will complete a leave of absence to maintain active status in the program, and to avoid the inconvenience of readmission. Leave of Absence forms are available in the OGPR. A leave of absence may be for one or two semesters. When returning from a leave of absence, the student will need to apply for re-entry to the program. A fee will be charged for re-entry.

Note: Even with one or more semesters on leave of absence, the limits (five-years for the M.A., eight-years for the M.T.S. degrees) still apply.

Re-admission

If the student has been absent from the GPR for one or more semesters and does not have a current Leave of Absence form on file, he or she must submit an "Application for Re-admission" with the OGPR. There is a fee for re-admission. Students must meet any new graduation requirements that have come into effect at the time of their re-admission. Students must also submit transcripts (if any) from other institutions while absent from VUSC.

Transfer Credit

MA. Degree

Students may transfer a maximum of six (6) credit hours of coursework from an accredited graduate program when the coursework directly applies to their program design. Requests for transfer credit are to be submitted to the Registrar no later than the deadline for advancement to candidacy. Final decisions regarding transfer credit rests with the Registrar upon receipt of the recommendation of the Director. No courses with a grade lower than "B" (3.0) will be transferred toward the MA degree. No transfer credit can be granted for coursework used for a degree awarded by another institution. A minimum of 26 credit hours at VUSC is required of all students in the MA degree program, or 30 units if the directed reading exit option is chosen. All core courses must be taken at VUSC.

M.T.S. Degree

Students may transfer a maximum of twelve (12) credit hours of coursework from an accredited graduate program when the coursework applies directly to their program design. Requests for transfer credit are to be submitted to the Registrar no later than the deadline for advancement to candidacy. Final decisions on matters of transfer credit rests with the Registrar upon receipt of the recommendation of the Director. No course with a grade lower than "B-" (2.67) will be considered in transfer toward the M.T.S. degree. No transfer credit can be granted for coursework used for a degree awarded by another institution. A minimum of 36 credit hours at VUSC is required of all students in the M.T.S. degree program.

GRADUATION REQUIREMENTS

Overview: To complete a graduate degree program, students will need to complete the specified coursework and pass the comprehensive examinations, begin an exit option and achieve Advancement to Candidacy status, complete the exit option, and apply for graduation. The graduation requirements for these steps are:

STEP ONE: Coursework

1. Successfully complete the core and elective courses for an approved program.
"Successful completion" means achieving a minimum cumulative grade point average of 3.0 for the MA degree, or a grade point average of 2.67 for the M.T.S. degree. Also, no more than two course grades of C+ or C can count toward the MA degree, and no more than two course grades of C or C- can count toward the M.T.S. degree.
2. Achieve passing marks on the Comprehensive Examination (MA only).
The comprehensive examination is the second stage of the MA degree. It consists of two parts, each part having one or more essay questions. The time limit for each part is three hours. The professors who taught the core courses of the student's concentration will construct the questions. The questions will be given to the students in advance so that research can be done as needed, and they will reflect the content of core courses and the content of other, related courses in the student's concentration. The purpose of the comprehensive examination is to evaluate the student's ability to understand and apply the course content of the graduate program. Thus, it brings closure to the coursework stage of the program. Only MA students are required to take the comprehensive examination.

Students generally take the comprehensive examination near the end of their last semester of coursework and before they begin work on their exit option. The "Comprehensive Examination Request" form, available in the OGPR, is to be completed and returned to the Coordinator at least six (6) calendar weeks before the scheduled date of the examination. The comprehensive examination will be scheduled three times a year as follows:

- Fall: The week preceding Thanksgiving; specific days and times to be announced.
- Spring: The week of March Spring Break; specific days and times to be announced.
- Summer: The last week in June; specific days and times to be announced.

STEP TWO: Advancement to Candidacy

This important step applies to both MA and M.T.S. students. Granting candidacy status indicates that the student has satisfactorily completed the coursework (including any deficiencies), has an approved exit option prospectus, and is "cleared" to complete the degree program. M.T.S. students who choose an exit option (not requiring a prospectus) can apply for candidacy status after enrollment in the exit option course. The graduate student must apply for advancement to candidacy—it is not automatically granted. Advancement to Candidacy requirements are:

1. Acceptance into the GPR with regular standing by having all deficiencies (if any existed at the time of admission) removed.
2. Make application for Advancement to Candidacy no less than five calendar months before the expected date of graduation. The Advancement to Candidacy form is available in the OGPR.
3. Achieve a cumulative grade point average of at least 3.0 (MA), or at least 2.67 (M.T.S.) on all graduate work taken toward the degree. The GPA will be confirmed by the Registrar's signature obtained through the Records Office.
4. Choose an exit option by which the graduate student will complete the degree with the academic advisor's approval, and signatures of faculty members who serve on the student's committee. At that time, the student is ready to begin research on the exit option and write a prospectus (describing exit option and a preliminary bibliography). Finally, obtain approval from the student's faculty committee and research methodology professor.
5. If the student plans to transfer in one or more graduate courses, the OGPR requires an official transcript from the institution(s) involved.

STEP THREE: Choose Exit Option

The final stage of the degree program is the exit option. MA students may choose one of the following options: 1. Thesis, 2. Project, or 3. Directed Reading. M.T.S. students may choose one of the following: 1. Thesis, 2. Project, 3. Field Education, or 4. Integrative Seminar Course.

Guidelines for Thesis and Project Options (MA/M.T.S.)

A thesis is an intensive study of a subject relevant to the student's concentration. The project options allows one to study/survey, and contribute to some aspect of ministerial studies. Research for any option will be: 1. Guided by three professors, 2. Formally written and defended, and 3. Bound and shelved in the reference section of the library. The average size of a thesis is approximately 100 pages.

To Complete This Exit Option:

1. Register in the appropriate research methodology course at least one semester before planning to finish the degree program. RELG 786 is the course for those in the Biblical Studies concentration; RELG 787 is the course for those in Church Leadership.
2. Select a topic. The research methodology professor and/or academic advisor should be consulted as needed.
3. Select a Faculty Committee Chair and begin to describe the research topic in prospectus form (as instructed in the research methodology course).
4. Select faculty readers after consulting with the chair.
5. Schedule a time with the OGPR to present the topic publicly upon approval of the prospectus by the committee.
6. Complete the Advancement to Candidacy form and return it to the OGPR.
7. File a copy of the approved prospectus with the OGPR.
8. Register for chosen exit option. Credit for the exit option will be granted only after a successful defense.
9. Defend the exit option when the committee agrees that it is complete enough to defend. The defense will be scheduled via the OGPR when the Application for Oral Defense form is completed.

Deadlines for Defending the Thesis/Project:

- Fall 1999 Graduation—December 10, 1999
- Spring 2000 Graduation—March 15, 2000
- Summer 2000 Graduation—July 7, 2000

10. Finish the exit option in consultation with your committee chair and submit it to the OGPR to be bound and shelved in the library. Students may request any number of copies for their own use. A binding fee is required for each copy, including the library copy.

If a student needs more than one semester to complete the exit option and has satisfied all other degree requirements, he or she will register in RELG 799: Continued Registration: Master's Study (1); until the exit option is complete. A tuition fee for one (1) unit is required to maintain active status in the program, to protect the thesis/project topic, to have access to library privileges, and accessible consultation with faculty.

Guidelines for Extended Course/Directed Reading Option (MA. only)

In general, the directed reading option is an opportunity to explore a subject of interest. Often the scope of study is wider than for the thesis. Research should be supported by at least 4,500 pages of scholarly reading, and the results will be expressed by written critiques, oral or written examinations, annotated bibliographies, or other means that student and faculty mentor have agreed on.

To Complete This Exit Option:

1. Register in the appropriate research methodology course at least one semester before planning to finish the degree program. RELG 786 is the course for those in the Biblical Studies concentration; RELG 787 is the course for those in Church Leadership.
2. Register in one additional elective course (3 units).
3. Select a topic. The research methodology professor and/or academic advisor should be consulted as needed.
4. Select Faculty Committee Chair and begin to describe the research topic in prospectus form (as instructed in research methodology course).
5. Select one other faculty reader after consulting with the Chair.
6. Complete the Advancement to Candidacy form and return it to the OGPR.
7. File a copy of the approved prospectus with the OGPR.
8. Register for chosen exit option.
9. Complete the directed reading in consultation with the Chair; and file a copy of any written work with the OGPR.

Guidelines for the Integrative Seminar (M.T.S. only)

The Integrative Seminar is a classroom experience designed to help students reflect theologically on ministry experience by integrating what they have learned in graduate coursework with the practice of ministry.

To Complete This Exit Option:

- Register in RELG 693 Integrative Seminar (3 units).

Guidelines for Field Education (M.T.S. only)

The Field Education option allows students to exit the program through supervised ministry experience.

To Complete This Exit Option:

1. Consult the OGPR for approval of this exit option.
2. Register for RELG 694 Field Education (3).
3. Select the place of ministry and meet with the faculty mentor assigned by the OGPR to confirm your placement and academic requirements. (Contact the OGPR for details.)

STEP FOUR: Application for Graduation

Students will file an application for graduation with the Registrar's Office prior to the semester that the degree will be granted, even if the student does not participate in commencement exercises. The Application for Graduation form is available in the OGPR and the Registrar's Office. The degree is

conferred on the last day of the semester in which the student has completed all degree program requirements as described above, and has satisfied the following requirements:

1. File all the necessary forms in accordance with the timetable provided by the OGPR.
2. Successfully complete all degree requirements within the "maximum time" limits (seven years for M.A.; ten years for M.T.S. degree).
3. Settle all financial obligations to the University.

Commencement

Commencement is scheduled for the first or second Saturday of May. Consult the catalog calendar for the exact date and time.

Tuition Scholarships

If students would like to be considered for financial assistance, they must request a Financial Assistance Pre-Qualification form from the OGPR. Various scholarship opportunities exist as explained in the Financing Your Graduate Degree in Religion brochure, also available from the OGPR.

FINANCIAL INFORMATION

Educational Expenses

Payment of educational costs should be considered well in advance of registration. The essential costs are published prior to each new year and are available to students and parents so that proper preparation may be made. Financial arrangements are made with students individually, and each student is responsible for keeping his or her student account current. For a complete list of tuition, fees, and charges, please refer to the current course schedule. The College reserves the right to change tuition, fees, and/or charges without advance notice, should conditions so warrant.

Payment of Education Costs

Since the essential costs (tuition, room, board) are known in advance, students should make arrangements prior to registration to handle their account in accordance with college policies and the individual's resources. The Financial Aid Office exists to assist the student in planning and procuring funds for educational costs. Students should pursue all forms of financial assistance through the Financial Aid Office.

The semester charges are due and payable on or before registration. Only financial aid from authorized and approved loans, scholarships, and other forms of student aid will be used in determining cash payment requirements. All such student aid is administered through the Financial Aid Office. Educational costs may be financed through the student's own bank, credit union, or other financial institution.

The College offers three payment options. Prior balances must be paid in full. Payment option arrangements should be made prior to registration:

- 1) **Payment in full**-consisting of the amount not covered by grants and scholarships-must be made by the financial registration deadline of August 15 for Fall and the day prior to when classes begin for Spring. If Stafford or PLUS loans will be used to pay for semester charges, this option may not be used.
- 2) **Enrollment with Tuition Management System's (TMS)** annual ten-month payment plan. A budget is set up with this outside agency based on estimated charges less estimated financial aid (including loans) for the entire school year. The first payment must be received by TMS no later than July 20 of each year to enroll in this option. There is a \$100.00 enrollment fee for this plan. A budget must be approved and a contract signed with the Business Office each semester by the appropriate deadlines. All prior balances must be paid to be eligible for this option. Information regarding this option is mailed in June by TMS to all registered and prospective students.
- 3) **After the prior balance is paid in full, The Standard Option** is for at least 70% of the total semester charges plus any prior balance to be covered by financial aid or cash payment by the financial registration deadline of August 15 for Fall and the day prior to when classes begin for Spring. The remaining 30% is payable in three monthly payments due the 15th of the following three months. This payment option is subject to interest of .83% per month on the unpaid portion of the student's account. A contract must be signed with the Business Office by the appropriate deadline.

Health Insurance

Health insurance, which includes spousal and dependent coverage for domestic and international students, is available while enrolled in our degree programs. A brochure that describes the plan in detail is available and can be obtained at the office of the Vice President for Business and Finance.

Federal regulations require the University to make certain that international students obtain valid health insurance. In order to comply with these regulations, the University purchases health insurance for all international students and bills student accounts at the beginning of each semester.

Refund Policies

The following refund schedule applies to tuition, room, board, residence life, student services, and unused course fees when withdrawal for the program or course load reduction is necessary.

Fall 1999

Withdrawal by September 3	100%
Withdrawal by September 24	90%
Withdrawal by October 22	25%
Withdrawal after October 22	0%

Spring 2000

Withdrawal by January 21	100%
Withdrawal by February 11	90%
Withdrawal by March 10	25%
Withdrawal after March 10	0%

For withdrawal from an unusual calendar course, contact the Business Office for a concise refund calculation.

First semester students (excluding VUSC B.A. alumni) who receive Federal aid are eligible for a pro-rata refund on all charges. See Financial Aid Office for calculation.

All refund calculations will be based on the date the Add/Drop form is received in the Records Office.

Transcripts

Two transcripts of credit are furnished free to current or former students. For each additional transcript there is a non-refundable fee (to research student's records), as indicated in the fee schedule on the "Tuition and Educational Costs" listing. The fee must accompany each request for transcript(s). A transcript will not be issued to or on behalf of, any individual who has a past due financial obligation (including Federal loan programs) to the University. Remittance on past due balances should be made in cash (certified check or money order).

Books

Course required books and other printed materials may be purchased at the University Bookstore (with cash, check or major credit cards). Books can be shipped to students when an order is called to the University Bookstore and paid with a major credit card.

Veteran's Benefits

Vanguard University of Southern California is approved for training under the provisions of all applicable regulations of the Veterans Administration and the California State Department of Veterans Affairs.

Generally, a veteran receiving benefits under the provisions of the "Old G.I. Bill" is entitled to benefits for 45 calendar months. The veteran educational benefit provided expires ten (10) years from the date of separation from active duty. Post Vietnam Era veteran's benefits are based on the amount contributed during active duty in the service. Upon acceptance to the University, veterans apply for benefits by presenting a copy of Form DD-214 (separation papers) to the Veteran's Advisor in the Records Office. Upon acceptance by the University, those students applying for veteran's benefits under the "New G.I. Bill" may do so by submitting a Notice of Basic Eligibility to the Veterans Advisor in the Records Office.

Satisfactory Academic Progress

Continuation of all forms of financial aid requires satisfactory academic performance. Students should consult the Financial Aid Office for specific information concerning academic standards and other regulations that govern their particular scholarship, grant or loan.

Financial Aid

IMPORTANT NOTE: Financial Aid is not automatically renewed from year to year. Financial Aid applications must be submitted each year. The "PRIORITY" DEADLINE FOR FINANCIAL AID IS MARCH 2 OF EACH YEAR.

Classification of Students for Financial Aid: Admission standing in the degree program may

affect eligibility status for Federal and/or institutional aid. Special standing students are not eligible for institutional and/or Federal aid. Please see your financial aid counselor for further details.

Tuition Scholarships

If students would like to be considered for financial assistance, they must be sure to request a Financial Assistance Pre-Qualification form from their Program administrators.

STUDENT LIFE

Program and Information

The "Student Life Program" of Vanguard University of Southern California exists to serve and support both the undergraduate and the graduate students in all non-academic aspects of university life. Creating an environment that is conducive to spiritual growth, scholastic success and social development is the on-going goal of the program. Our professional staff is committed, and work closely to assist students in various aspects of student life.

Student Guidance

All graduate students will benefit from working closely with their assigned academic advisors and Program Directors in matters of academic guidance and vocational goals. The Director of Campus Ministries and other professional staff of the Student Life Center are available for personal and family counseling, spiritual needs, and so on.

Student Housing

The University provides comfortable accommodations in a home-like atmosphere at a reasonable cost. All our residence buildings are under the supervision of a Residence Director who is amenable to the Vice President of Student Affairs. In addition, the residence staff and assistants are model students, and strive to create a vibrant social environment. Requests for student housing should be directed to the Student Life Center.

Campus accommodations are normally closed to students during the summer and vacations. Students can apply for summer residency if enrolling in summer classes through the Student Life Office, or through the Facilities and Guest Relations Office.

- **Single Students.** All rooms in the residence towers and campus apartments are furnished and designed for double occupancy. Students will provide their own linens, towels, and bedding.
- **Married Students.** Housing at Vanguard Center is available for married students with or without children, as well as single parents.

Food Services

Meals are served regularly in the University Dining Commons for all resident students. The University offers a 10, 15 or 20 meal a week plan. Students select the plan appropriate to their needs at the beginning of each semester. Individual meals may also be purchased by residential and off-campus students. The Dining Commons is normally closed or may offer reduced service during vacation periods.

Library Services

The O. Cope Budge Library was constructed in 1963 to house a growing collection of educational and resource literature, research services and a computer lab. The collection presently contains more than 120,000 volumes and includes approximately 885 periodical subscriptions. Also included in the library holdings are record albums, tapes, microfilm, computer software, and other material.

Research services are available as follows:

- Academic Abstracts: a general periodical database
- A.B.S. Reference Bible CD-ROM: Includes a number of databases, such as the Septuagint, Hebrew OT, Josephus, Latin Vulgate and others.
- ATLA CD-ROM: Searches the ATLA database and prints out citations.
- Books in print CD-ROM: Searches from author, title, keyword, ISBN, etc.; and can limit by date, publisher, cost, etc.
- COMM Search
- Encyclopedias: Groliers, World Book and Infopedia
- ERIC
- InfoTrac Academic File
- InfoTrac Business File
- JSTOR
- LITERATURE SERIES: American Literature, British Literature, World Literature
- MELVYL: Searches by author, title, keyword at one or several or all University of California libraries.
- Newport Beach Public Library On-line Catalog
- PSYCHINFO
- REX CD-ROM: Searches the Religious and Theological abstracts database and prints out citations.
- SIRS: A full-text general database
- TIME Multimedia Almanac
- VANPAC: The VUSC online public Catalog.

PERIODICALS: An alphabetical listing of periodical holdings is available by the research computers and on the second floor index tables and on the Library Web Page.

OCULP: The Orange County Union List of Periodicals is on reserve at the Checkout Desk. If periodicals are not on hand, OCULP lists periodicals and their location in Orange County for acquisition.

Graduate students have lending privileges at several area libraries at a nominal cost. Students may use the library facilities at Orange Coast College. OCC is only one-half mile from Vanguard University. In addition, the University of California, Irvine (UCI); at California State University, Fullerton; Biola University, La Mirada; and Fuller Theological Seminary, Pasadena, CA, also extend lending privileges to VU students. Library cards are available at these institutions for an annual fee.

Students may request interlibrary loans at the O. Cope Budge Library; the first one each semester is free. Others are processed for a nominal fee. It takes approximately 10 – 14 loan days to receive requested materials.

Graduate students may check out regular circulating materials for the entire semester. However, all materials are subject to recall if another patron needs access to them. At the end of the semester,

students will receive a current list of checked-out items, which will need to be renewed or returned as stipulated by the Head Librarian. The student's educational loan or account will be charged for the replacement cost and fines accrued for outstanding items.

A reference librarian is on duty while the library is open (except Saturdays). He or she is pleased to assist students with all their research needs. Please note that the library is closed during Chapel on Tuesdays, Wednesdays and Thursdays from 9:30 AM - 10:30 AM.

Computer Services

The University has a computer lab on campus (located in Smith Hall) available for general student use on a first-come, first-serve basis. Most of our computers are IBM compatible (some Macintosh computers are available). The hardware and software are monitored and updated regularly. At least one technician is on site at all times.

Student Health Services

Because good health is a prerequisite to efficient study, care is taken to protect the health of students and to give attention to those who become ill. For this purpose, the Student Health Center provides on-site health care services located in the Athletics Training Room of the gymnasium. The staff maintains regular hours in the Student Health Center and works in conjunction with a local medical clinic to provide necessary care to students who become ill.

Employment Services

A referral service to assist students in finding part-time employment while attending the University is maintained through the Student Life Center. Campus employment is available to United States citizens and international students on a limited basis. Special regulations apply for international students to seek and obtain work off campus--if necessary, consult the Designated School Official for the Graduate School for clarification.

ID Card

A VUSC student ID Card is required for use of University services such as the library and computer labs. The \$3.00 fee for this card is included in the Student Services fee. There is a \$10.00 fee to replace the card if it is lost. Please see the Student Life Office at the time of registration to obtain this card.

Student Automobiles

All student automobiles used on campus must be registered through the Campus Safety Office once classes begin. A Vehicle Registration card, available through the Graduate Education Office, must be completed and returned in order to obtain a parking permit. Students must have adequate current public liability and property damage insurance in order to use their automobile on the campus. Any car without the permit will be subject to the current parking fine.

Student Conduct

Students enrolled in any program of study at Vanguard University are expected to live by a code of conduct consistent with Christian faith and biblical principles. The Student Handbook, which is made available to each student, identifies the regulations, that govern the conduct of every student

enrolled at Vanguard University. It is the responsibility of each student to become familiar with the contents of the Student Handbook and to abide by its regulations. Students who fail to comply with institutional standards of conduct are subject to disciplinary action, which may include a reprimand, the loss of institutional grants and scholarships, or dismissal.

Vanguard University reserves the right to refuse admission or cancel the enrollment of any student who fails to comply with University rules and regulations.

ACADEMIC PROGRAMS

Master of Arts with a Major in Religion: Concentration in "Biblical Studies" (program total: 30-33 units)

The major in Religion with a Concentration in Biblical Studies emphasizes disciplined theological reflection on the study of both Old and New Testaments. This degree program requires three core courses for a total of nine units, fifteen units of elective courses, a comprehensive examination, and an exit option (thesis, project, or directed reading with the appropriate research methodology course for a total of six units). Total units: thirty (30). If the Directed Reading exit option is chosen, one additional elective course is required, bringing the program total to thirty-three (33) units.

The objectives of this concentration are to:

- acquire a deeper understanding of the content of Scripture;
- identify the principles of sound exegetical methods utilized in the interpretation of the various genres of biblical literature;
- understand the historical and cultural background of biblical times in order to interpret properly the meaning of the biblical text;
- promote knowledgeable interaction with current biblical scholarship;
- probe the significance of representative critical problems involved in biblical interpretation;
- investigate the unity and diversity of the theology found in both Old and New Testaments;
- and apply the biblical revelation to various other disciplines of study to the life and the proclamation of the church and to the personal faith of the Christian believer.

Program Requirements

1. Core Course Requirements: 9 credit hours

Core courses are designed to explore the more significant issues and methodologies involved in contemporary scholarly study of the Old and New Testaments, and to identify the distinctive features of a Pentecostal/Charismatic theology of the church and its mission, including its biblical foundations and moral responsibilities.

OTG 725: Current Issues in Old Testament Studies (3)

NTG 710: Current Issues in New Testament Studies (3)

Including one of the following two courses:

CLSG 705: The Church in Theological Perspective (3)

CLSG 715: The Church and Contemporary Moral Issues (3)

2. Elective Course Requirements: 15 credit hours

Elective courses are designed to bring sound principles of hermeneutics to bear on the biblical text in order to reveal its meaning and significance in terms of theology and ethics.

Biblical Interpretation Electives

BING 540: New Testament Backgrounds (1-3)

BING 561: Old Testament Archeology (1-3)

BING 562: New Testament Archeology (1-3)

BING 563: Archeological Field Work (3-6)

BING 576: Old Testament Backgrounds (1-3)

BING 579: Biblical Hermeneutics (1-3)

BING 615: Hermeneutic Issues in New Testament Interpretation (1-3)

Old Testament Electives

OTG 546: Semitic Languages I (4)

OTG 547: Semitic Languages II (4)

OTG 570: Special Topics (1-3)

OTG 572: Old Testament Theology (1-3)

OTG 578: Old Testament Introduction (1-3)

OTG 582: Biblical Theology of Love, Sex, Marriage and Family (1-3)

OTG 590: Seminar in Old Testament (1-3)

OTG 630: The Kingdom of God in the Old Testament (1-3)

OTG 631: Intermediate Hebrew I (3)

OTG 632: Intermediate Hebrew II (3)

OTG 635: Moral Issues in the Old Testament (1-3)

OTG 680: Individual Study in Old Testament (1-3)

OTG 734: Advanced Hebrew I (2)

OTG 735: Advanced Hebrew II (2)

OTG 740-42: Seminar in Old Testament Exegesis (1-3)

New Testament Electives

NTG 520: Apocalyptic Literature (1-3)

NTG 525: New Testament Textual Criticism (1-3)

NTG 552: New Testament Theology (1-3)

NTG 570: Special Topics (1-3)

NTG 572: Synoptic Gospels (1-3)

NTG 582: Biblical Theology of Love, Sex, Marriage and Family (1-3)

NTG 590: Seminar in New Testament (1-3)

NTG 631: Intermediate Greek I (3)

NTG 632: Intermediate Greek II (3)

NTG 680: Individual Study in New Testament (1-3)

NTG 730-33: Seminar in New Testament Exegesis (1-3)

NTG 733: Eschatological Themes in the New Testament (1-3)

NTG 734: Advanced Greek I (2)

NTG 735: Advanced Greek II (2)

Costa Rica—Contextual study in San José, Costa Rica during the summer is available when

courses appropriate for the Biblical Studies concentration are offered. Please see the OGPR for further details.

3. Exit Option Requirements: 6 or 9 credit hours

The exit options provide the opportunity for the M.A. candidate to conduct guided research into an area of interest within the field of Biblical Studies.

Thesis Option: 6 credit hours

RELG 786: Research Methodology: Biblical Studies (3)

RELG 798: Master's Thesis (3)

Project Option: 6 credit hours

RELG 786: Research Methodology: Biblical Studies (3)

RELG 797: Master's Project (3)

Extended Course/Directed Reading Option: 9 credit hours

RELG 786: Research Methodology: Biblical Studies (3)

RELG 795: Directed Reading (3)

One additional course at the 600/700 level (3)

Admission Requirements

M.A. Degree in Religion, Biblical Studies Concentration

1. Completion of a Bachelor's degree from a regionally accredited college or university that includes the following minimums (in terms of semester hours):
 - Humanities...12 credit hours
 - Social Science...12 credit hours
 - Religion...24 credit hours, including 15 credit hours in biblical content and 9 credit hours of Theology and/or Philosophy, including at least 3 credit hours of Christian Theology.

Exceptions:

- Applicants from an institution accredited by the American Association of Bible Colleges, or from other institutions not accredited by a regional association, will be considered on an individual basis.
 - Students in the senior year of their Bachelor's degree can still apply. If admitted, conditional standing will be granted while finishing their Bachelor's degree.
- If the Baccalaureate degree did not include all or some of the above courses in Social Science, Religion, and the Humanities, students can enter the M.A. program of choice with provisional standing until the necessary prerequisites are satisfied. The OGPR staff will gladly assist the student in registering for the specific courses needed.
2. A cumulative grade point average (GPA) of 3.0 or higher (on a four-point scale) in all Bachelor's work.

Exception:

GPA below 3.0. Applications may be considered at the discretion of the Admissions Committee. If accepted, provisional status would be granted and would require the student to complete

the first 12 credit hours of graduate level courses with grades of "B" or above before receiving further consideration for regular standing in the GPR.

3. In addition to general admission requirements, applicants must have proficiency of one academic year (two semesters or three quarters) in a biblical language. Language proficiency will be demonstrated by at least one of the following means:
 - A transcript from a regionally accredited institution which has a grade of C- or higher for at least the last semester or quarter of work.
 - A grade of at least C- (or its equivalent) on any recognized standardized examination, with written substantiation.
 - A grade of C- or better on a VUSC proficiency examination (written or oral).

The OGPR reserves the right to require a proficiency examination for language units earned at unaccredited institutions, or for units which were earned five or more years ago at any institution, or upon the recommendation of the appropriate department chair.

Students deficient in a biblical language may satisfy this requirement by satisfactory completion of the two semester course in Beginning Hebrew or in Beginning Greek at Vanguard University of Southern California, or at another accredited institution, while enrolled concurrently in graduate coursework. The credit hours of biblical language courses used to remove deficiencies will be calculated in the student academic load.

Graduate students who plan on pursuing further graduate study in Biblical Studies beyond the Master of Arts degree may consider beginning their second language while completing the requirements for the Master's degree.

Master of Arts with a Major in Religion: Concentration in "Church Leadership Studies" (30-33 units)

The major in Religion with a Concentration in Church Leadership Studies emphasizes disciplined research and theological reflection for the study of church mission and leadership. This concentration, based on a blend of theological reflection and the social sciences, will be especially beneficial for church leaders or graduate students who desires the enrichment of theological education to enhance their understanding of church mission and leadership.

This degree program requires three core courses for a total of nine units, fifteen units of elective courses, a comprehensive examination, and an exit option of thesis, project, or directed reading with the appropriate research methodology course for a total of six units. Total units: thirty (30). If the directed reading exit option is chosen, one additional elective course is required, bringing the program total to thirty-three (33) units.

Specifically, the objectives of this concentration are to:

- provide an understanding of the theological and ethical mission of the church;
- offer a holistic understanding of church leadership that integrates theology with the social sciences;
- develop an inter-cultural framework for church mission;

- examine the principles for the development of vision and its implementation through organizational structures; and
- learn how to conduct research for developing, testing, or applying theory and hypotheses related to church mission and leadership.

Program Requirements

1. Core Course Requirements: 9 credit hours

These three core courses are designed to explore the more significant issues and methodologies involved in contemporary scholarly study of the Old and New Testament, and to identify the distinctive features of a Pentecostal/Charismatic theology of the church and its mission, including its biblical foundations and moral responsibilities.

CLSG 705:	The Church in Theological Perspective (3)
CLSG 715:	The Church and Contemporary Moral Issues (3)

In addition, one of the following two courses:

NTG 710:	Current Issues in New Testament Studies (3)
OTG 725:	Current Issues in Old Testament Studies (3)

2. Elective Course Requirements: 15 credit hours

The elective curriculum focuses theological reflection on principles of planning, organizing, managing, and leading for the purposes of the revitalization and the growth of the local church and para-church organizations.

Church Leadership and Management

CLSG 618:	Leadership and Management Theory in Christian Organizations (1-3)
CLSG 620:	Change in Christian Organizations (1-3)
CLSG 621:	Mission and Marketing in Christian Organizations (1-3)
CLSG 622:	Conflict Management (1-3)

Inter-Cultural Ministries

CLSG:528:	Contemporary Issues in Latin American Countries (1-3)
CLSG 534:	Urban Ministry (1-3)
CLSG 554:	Principles and Methods of Inter-Cultural Ministry (1-3)
CLSG 557:	Church Growth (1-3)
CLSG 564:	Religion and Culture in Latin America (1-3)
CLSG 655:	Theological Education in the Third World (1-3)
CLSG 665:	Leadership Development in Cultural Context (1-3)

Pastoral Care and Preaching

CLSG 630:	Pastoral Counseling in Christian Organizations (1-3)
CLSG 635:	Issues in Pastoral Leadership (1-3)
CLSG 741:	Biblical Exegesis and Expository Preaching (1-3)

Spiritual Formation, Church Renewal and Pentecostalism

CLSG 521:	Disciplines of the Spiritual Life (1-3)
CLSG 532:	History of Pentecostalism (1-3)

CLSG 625:	Principles of Church Revitalization and Renewal (1-3)
CLSG 742:	Education and Faith Formation (1-3)

Special Topics, Seminars, and Individual Study

CLSG 570:	Special Topics (1-3)
CLSG 590:	Seminar in Church Leadership Studies (1-3)
CLSG 640:	Seminar in Practical Theology (1-3)
CLSG 670:	Special Topics (1-3)
CLSG 680:	Individual Study (1-3)
CLSG 690:	Seminar in Church Leadership Studies (1-3)

Costa Rica— Contextual study in San José, Costa Rica during the summer is available each year for Church Leadership students. Inter-cultural dimensions of church leadership are the focus of this intensive on-site, travel-study experience. Please see the OGPR for further details.

Exit Option Requirements: 6 or 9 credit hours

The exit options provide the opportunity for the M.A. candidate to conduct guided research (including field studies) into an area of interest within the context of Church Leadership Studies.

1. Thesis Option: 6 credit hours
RELG 787: Research Methodology: Church Leadership Studies (3)
RELG 798: Master's Thesis (3)
2. Project Option: 6 credit hours
RELG 787: Research Methodology: Church Leadership Studies (3)
RELG 797: Master's Project (3)
3. Extended Course/Directed Reading Option: 9 credit hours
RELG 787: Research Methodology: Church Leadership Studies (3)
RELG 795: Directed Reading (3)

One additional course at the 600/700 level (3)

Admission Requirements

MA. Degree in Religion, Church Leadership Concentration

1. Completion of a Bachelor's degree from a regionally accredited college or university. In addition, this degree must include the following minimums (in terms of semester hours):
 - Humanities...12 credit hours
 - Social Science...12 credit hours
 - Religion...24 credit hours, including 15 credit hours in biblical content and 9 credit hours of Theology and/or Philosophy, including at least 3 credit hours of Christian Theology.

Exceptions

- Applicants from an institution accredited by the American Association of Bible Colleges, or from other institutions not accredited by a regional association, will be considered on an individual Basis.

- Students in the senior year of their Bachelor's degree can still apply. If admitted, conditional standing will be granted finishing their Bachelor's degree.
- If the Baccalaureate degree did not include all or some of the above courses in Social Science, Religion, and the humanities, students can enter the M.A. program of choice with provisional standing until the necessary prerequisites are satisfied. The OGPR staff will gladly assist in identifying and registering for the specific courses needed.

2. A cumulative grade point average (GPA) of 3.0 or higher (on a four-point scale) in all Bachelor's work.

Exception:

If the GPA is below 3.0, the student's application may still be considered at the discretion of the Admissions Committee. If accepted, provisional status will be granted, requiring students to complete the first 12 credit hours of graduate level courses with grades of "B" or above before receiving further consideration for regular standing in the GPR.

3. In addition to the general admission requirements, the applicant's Bachelor's degree must include the following courses:
- one course of at least three credit hours value in each of the areas of Homiletics, Pastoral Care and Counseling, and Church Administration;
 - a minimum of six credit hours of support courses in Psychology (in the areas of psychology (not general psychology), Social Psychology, Group Dynamics, Theories of Personality, Counseling Psychology, and/or Management Theory;
 - and at least one year of vocational experience in a church (or have completed the VUSC Ministerial Internship Program or its equivalent).

Master of Theological Studies (M.T.S.)

(48-51 units)

Graduate students in this program will benefit from a professional degree designed to prepare men and women for service in the church. The M.T.S. program provides training for participants to reflect theologically on the role of the church in contemporary society and to develop skills necessary for effective ministry within the local church, mission agencies or para-church ministries. The courses in this program are designed to produce theological competencies in three major areas of study: Biblical Studies, Theology and Ethics, and Church Leadership.

The Biblical Studies objectives of the M.T.S. degree program focus on development of competency in the interpretation of scripture. Each student will learn to:

- gain exegetical skills in understanding the content of Scripture through its form, context, structure and vocabulary;
- identify the basic issues involved in exposition of Scripture including the cultural and historical background of the texts; and
- apply skills to use Scripture in a variety of life and church circumstances: polity, apologetics, homiletics, Christian ethics, doctrine and church mission.

The Theology and Ethics objectives are to investigate the relationship between theological and ethical reflection. Each student will learn to:

- examine the development of Christian life and thought in their historical contexts;
- compare and evaluate prominent theological systems and movements in the twentieth century; and
- cultivate skills involved in analyzing moral issues facing the church.

The Church Leadership objectives are to develop skills of ministry needed to facilitate the church's life as a fellowship of believers, as a worshipping community, as a prophetic witness and as an agent of redemption. Each student will be encouraged to:

- cultivate the dimensions of spirituality by exploring the disciplines of the spiritual life, the process of faith formation and the nature of ever-deepening moral life;
- develop the leadership roles of the minister (clergy and lay leader) as preacher, educator, caregiver and administrator in the life of the local church or para-church ministry; and
- examine the larger cultural and social environment in which the church carries out its global mission.

Program Requirements

Overview: This degree program requires four core courses for a total of twelve credit hours, thirty-three credit hours of elective courses, and an exit option of one of the following: the Integrative Seminar course, the Field Education course, a thesis, or a project with the appropriate research methodology course for a total of three to six credit hours. Total credit hours: 48-51.

1. Core Course Requirements: 12 credit hours

These four core courses introduce the student to the books of the Old Testament and New Testament, to the study of Christian theology and ethics, to the distinctive features of a Pentecostal/Charismatic theology of church leadership and mission, including its biblical foundations and moral responsibilities, and principles of church leadership which include sermon preparation, administration and pastoral care and counseling.

OTG 505:	Old Testament Life and Literature (3)
NTG 505:	New Testament Life and Literature (3)
THOG 505:	Introduction to Theology and Ethics (3)
CLSG 504:	Introduction to Church Leadership (3)

2. Elective Course Requirements: 33 units

The elective courses provide a broad base of interpretive skills in biblical interpretation, an understanding of Christian theology and ethics, and an introduction to the ministry and mission of the Christian church.

At least six elective credit hours must be taken in Biblical Studies, at least nine credit hours must be Theology and Ethics courses, at least nine elective credit hours must be Church Leadership courses, and nine general elective credit hours in any of the above subject areas. Three general elective hours may be used for Research Methodology for the Thesis or Project exit options. Students lacking research skills may be required to take RELG 787: Research Methodology.

3. Biblical Studies Electives:**6 credit hours***Biblical Interpretation*

BING 540:	New Testament backgrounds (1-3)
BING 561:	Old Testament Archeology (1-3)
BING 562:	New Testament Archeology (1-3)
BING 563:	Archeological Fieldwork (3-6)
BING 576:	Old Testament Backgrounds (1-3)
BING 579:	Biblical Hermeneutics (1-3)
BING 615:	Hermeneutical Issues in New Testament Interpretation (1-3)

Old Testament

OTG 503:	Beginning Hebrew I (3)
OTG 504:	Beginning Hebrew II (3)
OTG 520:	Apocalyptic Literature (1-3)
OTG 546:	Semitic Languages I (3)
OTG 547:	Semitic Languages II (3)
OTG 566:	Introduction to Judaism (1-3)
OTG 570:	Special Topics (1-3)
OTG 572:	Old Testament Theology (1-3)
OTG 574:	Old Testament Ethics (1-3)
OTG 578:	Old Testament Introduction (1-3)
OTG 582:	Biblical Theology of Love, Sex, Marriage and Family (1-3)
OTG 590:	Seminar in Old Testament (1-3)
OTG 630:	The Kingdom of God in the Old Testament (1-3)
OTG 635:	Moral Issues in the Old Testament (1-3)
OTG 680:	Individual Study in Old Testament (1-3)

New Testament

NTG 503:	Beginning Greek I (3)
NTG 504:	Beginning Greek II (3)
NTG 520:	Apocalyptic Literature (1-3)
NTG 525:	New Testament Textual Criticism (1-3)
NTG 552:	New Testament Theology (1-3)
NTG 555:	New Testament Ethics (1-3)
NTG 570:	Special Topics (1-3)
NTG 572:	Synoptic Gospels (1-3)
NTG 582:	Biblical Theology of Love, Sex, Marriage and Family (1-3)
NTG 590:	Seminar in New Testament (1-3)
NTG 680:	Individual Study in New Testament (1-3)

4. Theology, Ethics, Philosophy and Church History Electives:**9 credit hours***Biblical Theology*

THOG 552:	New Testament Theology (1-3)
THOG 572:	Old Testament Theology (1-3)
THOG 635:	Moral Issues in the Old Testament (1-3)

Biblical Ethics

THOG 555:	New Testament Ethics (1-3)
THOG 574:	Old Testament Ethics (1-3)

Theology and Ethics

THOG 535:	Current Religious Trends (1-3)
THOG 565:	Christianity and Society (1-3)
THOG 570:	Special Topics (1-3)
THOG 575:	Contemporary Theological Ethics (1-3)
THOG 590:	Seminar in Theology and Ethics (1-3)
THOG 680:	Individual Study in Theology and Ethics (1-3)

Philosophy

PHLG 530:	Ethics (1-3)
PHLG 537:	Philosophical Theology (1-3)

Church History

CHSG 551:	Renaissance and Reformation (1-3)
CHSG 552:	History of Christianity in America (1-3)
CHSG 532:	History of Pentecostalism (1-3)

5. Church Leadership Electives:**9 credit hours***Church Leadership and Management:*

CLSG 538:	Church Financial Management (1-3)
CLSG 618:	Leadership and Management Theory in Christian Organizations (1-3)
CLSG 620:	Change in Christian Organizations (1-3)
CLSG 621:	Mission and Marketing in Christian Organizations (1-3)
CLSG 622:	Conflict Management (1-3)

Inter-Cultural Ministries

CLSG 528:	Contemporary Issues in Latin American Countries(1-3)
CLSG 534:	Urban Ministries (1-3)
CLSG 554:	Principles and Methods of Inter-Cultural Ministry (1-3)
CLSG 557:	Church Growth (1-3)
CLSG 564:	Religion and Culture in Latin America (1-3)
CLSG 655:	Theological Education in the Third World (1-3)
CLSG 665:	Leadership Development in Cultural Context (1-3)

Pastoral Care and Preaching

CLSG 546:	Parables for Preaching (1-3)
CLSG 630:	Pastoral Counseling in Christian Organizations (1-3)
CLSG 635:	Issues in Pastoral Leadership (1-3)

Spiritual Formation and Discipleship

CLSG 521:	Disciplines of the Spiritual Life (1-3)
CLSG 526:	Small Group Ministry (1-3)

CLSG 545: Lay Ministry Development (1-3)
CLSG 556: Current Issues in Youth Ministry (1-3)
CLSG 625: Principles of Church Revitalization and Renewal (1-3)

Special Topics, Seminars, and Individual Study

CLSG 570: Special Topics (1-3)
CLSG 590: Seminar in Church Leadership Studies (1-3)
CLSG 670: Special Topics (1-3)
CLSG 680: Individual Studies (1-3)
CLSG 690: Seminar in Church Leadership Studies (1-3)

- 6. General Electives: 9 credit hours**
(select from any of the above M.T.S., electives may include Research Methodology for the thesis or project exit options)

Costa Rica— Contextual study in San José, Costa Rica during the summer is available each year for M.T.S. students who wish to take Church Leadership elective courses. Inter-cultural dimensions of church leadership are the focus of this intensive on-site, travel-study experience. Please see the OGPR for further details.

Exit Option Requirements (3 credit hours)

The exit options provide the opportunity for the M.T.S. candidate to conduct guided research (including field studies) within an area of interest within the context of Biblical Studies or Church Leadership Studies.

One of the Following Options: 3 credit hours

1. Integrative Seminar: 3 credit hours
RELG 693: Integrative Seminar (3)
2. Field Education: 3 credit hours
RELG 694: Field Education (3)
3. Directed Reading: 6 credit hours
RELG 786: Research Methodology: Biblical Studies (3) OR
RELG 787: Research Methodology: Church Leadership Studies (3)
RELG 795: Directed Reading (3)
4. Thesis Option: 6 credit hours
RELG 786: Research Methodology: Biblical Studies (3) OR
RELG 787: Research Methodology: Church Leadership Studies (3)
RELG 798: Master's Thesis (3)
5. Project Option: 6 credit hours
RELG 786: Research Methodology: Biblical Studies (3) OR
RELG 787: Research Methodology I: Church Leadership Studies (3)
RELG 797: Master's Project (3)

Admission Requirements

Master of Theological Studies

1. The completion of a Bachelor's degree from a regionally accredited college or university.

Exceptions.

- Applicants from an institution accredited by the American Association of Bible Colleges, or from other institutions not accredited by a regional association, will be considered on an individual basis.
- Students in the senior year of their Bachelor's degree can still apply. If admitted, he or she will have conditional standing while finishing their Bachelor's degree.

2. A cumulative grade point average of 2.5 or higher (on a four-point scale) in all Bachelor's work.

Exception.

If the GPA is below 2.5, student applications may still be considered at the discretion of the Admissions Committee. If accepted, provisional status will be granted, requiring completion of the first 12 credit hours of graduate level courses with grades of "B" or above before receiving further consideration for regular standing in the GPR.

COURSE DESCRIPTIONS

Biblical Interpretation

500-Level Graduate Courses

BING 540 • New Testament Backgrounds (1-3)

A study of the world of Jesus and the early church through the Greek, Roman and Jewish Backgrounds of the New Testament, including extensive readings in the apocrypha, pseudepigrapha, Dead Sea Scrolls, and other significant literature.

BING 561 • Old Testament Archeology (1-3)

An examination of archeological methodology and evidence concerned with the recovery and interpretation of the physical remains of the biblical period as a vital supplement to the interpretation of the biblical text.

BING 562 • New Testament Archeology (1-3)

An examination of archeological methodology and evidence pertaining to the land of Israel during the time of Christ, and the lands of the Mediterranean world during the time of the early church.

BING 564 • Archeological Fieldwork (3-6)

Prerequisite: BIN/BING 561 or BIN/BING 562. Participation in an archeological excavation and/or a study tour of the important sites of the Bible Lands. May be repeated for credit on student's transcript of record. A maximum of six credit hours may be applied toward the degree requirements.

BING 576 • Old Testament backgrounds (1-3)

An exploration of Egyptian, Babylonian, Assyrian, and Persian backgrounds of the Old Testament, designed to provide the student with an understanding of the Old Testament world.

BING 579 • Biblical Hermeneutics (1-3) (M.T.S.)

A study of the science and art of the interpretation of the Scriptures which aims at providing the student with a basic knowledge of the exegetical process. Various historical schools of interpretation are also studied in order to acquaint the student with the hermeneutical principles used by these various schools.

600-Level Graduate Only Courses

BING 615 • Hermeneutical Issues in New Testament Interpretation (1-3)

A study of the hermeneutical issues involved in understanding the intended meanings of the New Testament writers within the various genres of New Testament literature. The particular corpus under study — for example, Synoptic Gospels, Johannine literature, Pauline literature, apocalyptic literature — will be announced in the Graduate Course Schedule in the semester when offered.

Old Testament

500-Level Graduate Courses

OTG 503 • Beginning Hebrew I (4) (M.T.S.)

An introduction to Hebrew grammar, vocabulary and syntax for the graduate student. Offered alternate years.

OTG 504 • Beginning Hebrew II (4) (M.T.S.)

A continuation of Beginning Hebrew I. Offered alternate years.

OTG 505 • Old Testament Life and Literature (3) (M.T.S.)

A survey of the history and literature of the Old Testament, with special attention paid to significant events (e.g., creation, the Exodus from Egypt), outstanding persons (e.g., Moses), and dominant theological motifs (e.g., redemption). An emphasis will be laid on certain books that advance and develop one's grasp of the holistic message of Scripture.

OTG/NTG 521 • Apocalyptic Literature (1-3)

Daniel, 1 Enoch, 4 Ezra, the Olivet Discourse, and Revelation are studied with a view to determining the nature and rise of apocalyptic literature in Judaism and Christianity.

OTG 546 • Semitic Languages I (3)

Prerequisite: Approval of the professor and one year of Biblical Hebrew or its equivalent. Any of the following Semitic languages may be offered on demand: Akkadian, Arabic, Aramaic, Syriac, and Ugaritic. More than one language may be taken for credit.

OTG 547 • Semitic Languages II (3)

A continuation of the particular language offered in Semitic Languages I. Offered as needed.

OTG 570 • Special Topics (1-3)

Study in a special topic in Old Testament.

OTG/THOG 572 • Old Testament Theology (1-3)

An exploration of the meaning of, and limits for, biblical theology, together with the works of certain prominent scholars in the area; and of selected motifs found in the Old Testament.

OTG/THOG 574 • Old Testament Ethics (1-3) (M.A. or M.T.S.)

The study of moral theology through a biblical theology of the created order. It is designed to explore the possibility of formulating a systematic approach to the norms for ethical conduct as they are set forth both in edict, institution and deed in the literature of the Old Testament. (M.T.S. must have OT Life and Literature or its equivalent.)

OTG 578 • Old Testament Introduction (1-3)

A study of the text and canon of the Hebrew Old Testament, while assessing critical problems and current options proposed for their solution, with a view toward establishing the intention and limits of biblical criticism.

OTG/NTG/THOG 582 • Biblical Theology of Love, Sex, Marriage and Family (1-3) (M.A. or M.T.S.)

Exploration of the biblical attitudes expressed toward the oft-neglected themes of love, sex, marriage, family, and community. Examination of the claims of the traditional Judaeo-Christian silence, ignorance and prudery on the one hand, and the claims of an amoral atheological social scene that is constantly shifting its grounds on the other.

OTG/NTG/THOG 586 • Biblical Theology of Power, Wealth and Prosperity (1-3) (M.A. or M.T.S.)

A seminar which explores the biblical attitudes expressed toward the oft-misunderstood themes of power, wealth, and prosperity, their benevolent uses together with their dark sides (oppression, affliction, theological exclusivity), and their reciprocals (powerlessness, helplessness, poverty and suffering). Hopefully, it will enable us to thread our way more effectively through the claims by the proponents of the current "health-and-wealth" movement on the one hand, and those by liberationists on the other. (M.T.S. must have OT or NT Life and Literature or its equivalent.)

OTG 590 • Seminar in Old Testament (1-3)

Mutual investigation of one topic in Old Testament of particular relevance to graduate students in religion.

600-Level Graduate Only Courses

OTG 630 • The Kingdom of God in the Old Testament (1-3)

An exegetical and comparative study of Samuel-Kings and of Chronicles-Nehemiah which seeks to discover the theological distinctive of each of these bodies of literature.

OTG 631 • Intermediate Hebrew I (3) (M.A.)

Further study of grammar and syntax including extensive exegesis of the narrative portions of the Old Testament. Offered alternate years.

OTG 632 • Intermediate Hebrew II (3) (M.A.)

A continuation of Intermediate Hebrew I. Offered alternate years.

OTG/THOG 635 • Moral Issues in the Old Testament (1-3)

An examination of the moral values that govern human behavior in the Old Testament, with special attention given to the relationship between moral behavior and its theological foundations.

OTG 670 • Special Topics (1-3)

Study in a special topic in Old Testament.

OTG 680 • Individual Study in Old Testament (1-3)

A study of a subject not addressed by a regular course that is initiated by the student through a written prospectus of the proposed study and the securing of an appropriate sponsoring faculty member to supervise and evaluate the study. Up to a maximum of four credit hours may be applied toward the degree requirements.

OTG 690 • Seminar in Old Testament (1-3)

Mutual investigation of one topic in Old Testament of particular relevance to graduate students in religion.

700-Level Graduate Only Courses

OTG 725 • Current Issues in Old Testament Studies (3) (M.A.)

An investigation and evaluation of the basic critical problems of Old Testament interpretation which aims to acquaint the student with the more significant methodologies and personalities in contemporary scholarly studies.

OTG 734 • Advanced Hebrew I (2)

Syntactical and exegetical analysis of selected portions from the Hebrew Old Testament. Offered as needed.

OTG 735 • Advanced Hebrew II (2)

A continuation of Advanced Hebrew I. Offered as needed.

OTG 740-42 • Seminar in Old Testament Exegesis (1-3) (M.A.)

A research oriented course that seeks to identify the principles of sound exegetical method through an examination of topics that will include but not be limited to the following seminar: The particular topic will be announced in the registration class schedule in the semester when offered. May be repeated for credit.

The theology of atonement in the Old Testament (1-3) A study of the theology of atonement that underlies the sacrificial system of the Old Testament, with an emphasis on the book of Leviticus.

New Testament

500-Level Graduate Courses

NTG 503 • Beginning Greek I (4) (M.T.S.)

An introduction to Greek grammar, vocabulary and syntax for the graduate student. Offered alternate years.

NTG 504 • Beginning Greek II (4) (M.T.S.)

A continuation of Beginning Greek I.

NTG 505 • New Testament Life and Literature (3) (M.T.S.)

A survey of the literary and theological dynamics of the New Testament, with special attention to the role those dynamics would have played in the developing social milieu of Early Christianity.

NTG/OTG 521 • Apocalyptic Literature (1-3)

Daniel, 1 Enoch, 4 Ezra, the Olivet Discourse, and Revelation are studied with a view to determining the nature and rise of apocalyptic literature in Judaism and Christianity.

NTG 525 • New Testament Textual Criticism (1-3)

An applied study of the history, canons and goals of the text-critical method.

NTG 552 • New Testament Theology (1-3)

A study of the history and methods of biblical theology and examination of the major themes of the principal New Testament writers in the light of their historical backgrounds.

NTG 555 • New Testament Ethics (1-3)

This course is designed to acquaint students with the ethical teachings of the New Testament, and to probe the relevance of New Testament ethics for a contemporary personal and social ethic.

NTG 570 • Special Topics (1-3)

Study in a special topic in New Testament.

NTG 572 • Synoptic Gospels (1-3)

The study of the history and nature of the Synoptic Problem and the methods of Gospel research; and an overview of the content, characteristics, and theology of the first three Gospels.

NTG/OTG/THOG 582 • Biblical Theology of Love, Sex, Marriage and Family (1-3) (M.A. or M.T.S.)

Exploration of the biblical attitudes expressed toward the oft-neglected themes of love, sex, marriage, family, and community. Examination of the claims of the traditional Judaeo-Christian silence, ignorance and prudery on the one hand, and the claims of an amoral atheological social scene that is constantly shifting its grounds on the other. (M.T.S. must have OT or NT Life and Literature or its equivalent.)

NTG/OTG/THOG 586 • Biblical Theology of Power, Wealth and Prosperity (1-3) (M.A. or M.T.S.)

Seminar designed to explore the biblical attitudes expressed toward the oft-misunderstood themes of power, wealth, and prosperity, their benevolent uses together with their dark sides (oppression, affliction, theological exclusivity) and their reciprocals (powerlessness, helplessness, poverty and suffering). Hopefully, it will enable us to thread our way more effectively through the claims by the proponents of the current "health-and-wealth" movement on the one hand, and those by liberationists on the other. (M.T.S. must have OT or NT Life and Literature or its equivalent.)

NTG 590 • Seminar in New Testament (1-3)

Mutual investigation of one topic in New Testament of particular relevance to graduate students in religion.

600-Level Graduate Only Courses

NTG 631 • Intermediate Greek I (3) (MA.)

Further study of grammar and syntax, including extensive exegesis of selected Johannine and Pauline texts. Offered alternate years.

NTG 632 • Intermediate Greek II (3) (MA.)

A continuation of Greek I.

NTG 670 • Special Topics (1-3)

Study in a special topic in New Testament.

NTG 680 • Individual Study in New Testament (1-3)

An individualized study initiated by the student who must develop a written prospectus of the proposed study and secure an appropriate sponsoring faculty member to supervise and evaluate the study. A maximum of four credit hours may be applied toward the degree requirements.

NTG 690 • Seminar in New Testament (1-3)

Mutual investigation of one topic in New Testament of particular relevance to graduate students in religion.

700-Level Graduate Only Courses

NTG 710 • Current Issues in New Testament Studies (3) (MA.)

An investigation and evaluation of the basic critical problems of New Testament interpretation which aims to acquaint the student with the more significant methodologies and personalities in contemporary scholarly studies.

NTG 730-33 • Seminar in New Testament Exegesis (1-3) (MA.)

A research oriented course that seeks to identify the principles of sound exegetical method through an examination of topics that will include but not be limited to the following seminars. The particular topic will be announced in the registration class schedule in the semester when offered. May be repeated for credit.

Second Peter--An intensive study of II Peter, including an overview of the book's introductory issues, its theology, and a translation of I Peter, II Peter and Jude from the original Greek. Greek required.

Issues in Acts--A study of the historical, exegetical and theological issues in view of purposes of Luke in writing the Acts. Greek required.

The Body of Christ in Pauline Theology--A study of the emerging church, emphasizing its identity in relation to the Kingdom of God, the spiritual gifts and offices, and its mission in the world.

Eschatological Themes in the New Testament--A study of the major themes of the Olivet Discourse, including their origin and development, in order to understand the eschatology of Jesus and the early church.

NTG 734 • Advanced Greek I (2) (MA.)

Reading and exegesis of selected texts from the New Testament, Apostolic Fathers and the Septuagint. Offered on demand.

NTG 735 • Advanced Greek II (2) (MA.)

A continuation of Advanced Greek I. Offered on demand.

Theology and Ethics

500-Level Graduate Courses

THOG 505 • Introduction to Theology and Ethics (3) (M.T.S.)

A study of the relationship between theological reflection and ethical theology. Based on an examination of the theocentric character of ethical reflection in the Bible, the course aims to formulate a constructive theological ethics for the grounding of the Christian moral life.

THOG 534 • Urban Ministry (1-3)

An examination of the multi-ethnic mosaic emerging in North America, particularly in urban settings, with special attention given to the multiple factors influencing strategies necessary for establishment of churches in urban contexts.

THOG/PHLG 537 • Philosophical Theology (1-3)

The course employs philosophical methodology to examine the problems of the nature, limits and validity of religious knowledge, the meaning of religious language, and the origin and nature of evil.

THOG/NTG 552 • New Testament Theology (1-3)

A study of the history and methods of biblical theology and examination of the major themes of the principal New Testament writers in the light of their historical backgrounds.

THOG/NTG 555 • New Testament Ethics (1-3)

An introduction to the ethical teachings of the New Testament and the relevance of New Testament ethics for a contemporary personal and social ethic.

THOG 565 • Christianity and Society (1-3)

An examination of the possible theoretical relationships between Christianity and culture, assessing the Christian's relationship to society, particularly in regard to social practices and values.

THOG 570 • Special Topics (1-3)

Study in a special topic in theology and ethics.

THOG/OTG 572 • Old Testament Theology (1-3)

An exploration of the meaning of, and limits for, biblical theology, together with the works of certain prominent scholars in the area; and of selected motifs found in the Old Testament.

THOG/OTG 574 • Old Testament Ethics (1-3) (MA. or M.T.S.)

This seminar uses a biblical theology of the created order as an avenue to pursue the study of moral theology. It is designed to explore the possibility of formulating a systematic approach to the norms for ethical conduct as they are set forth both in edict, institution and deed in the literature of the Old Testament. (M.T.S. must have OT Life and Literature or its equivalent.)

THOG/OTG/NTG 582 • Biblical Theology of Love, Sex, Marriage and Family (1-3) (M.A. or M.T.S.)
Exploration of the biblical attitudes expressed toward the oft-neglected themes of love, sex, marriage, family, and community. Examination of the claims of the traditional Judaeo-Christian silence, ignorance and prudery on the one hand, and the claims of an amoral atheological social scene that is constantly shifting its grounds on the other. (M.T.S. must have OT or NT Life and Literature or its equivalent.)

THOG/OTG/NTG 586 • Biblical Theology of Power, Wealth and Prosperity (1-3) (M.A. or M.T.S.)
Seminar designed to explore the biblical attitudes expressed toward the oft-misunderstood themes of power, wealth, and prosperity, their benevolent uses together with their dark sides (oppression, affliction, theological exclusivity) and their reciprocals (powerlessness, helplessness, poverty and suffering). Hopefully, it will enable us to thread our ways more effectively through the claims by the proponents of the current "health-and-wealth" movement on the one hand, and those by liberationists on the other. (M.T.S. must have OT or NT Life and Literature or its equivalent.)

THOG 589 • C. S. Lewis Seminar II (1-3)
A study of selected writings of C. S. Lewis designed to promote the student's personal spiritual growth, appreciation for biblical truths, and ability to articulate and defend the Christian faith.

THOG 590 • Seminar in Theology and Ethics (1-3)
Mutual investigation of one topic in theology and ethics of particular relevance to graduate students in religion.

600-Level Graduate Courses

THOG/OTG 635 • Moral Issues in the Old Testament (1-3)
An examination of the moral values that govern human behavior in the Old Testament, with special attention given to the relationship between moral behavior and its theological foundations.

THOG 670 • Special Topics (1-3)
Study in a special topic in theology and ethics.

THOG 680 • Individual Study (1-3)
An individualized study initiated by the student who must develop a written prospectus of the proposed study and secure an appropriate sponsoring faculty member to supervise and evaluate the study. Up to a maximum of three credit hours may be applied toward the degree requirements.

THOG 690 • Seminar in Theology and Ethics (1-3)
Mutual investigation of one topic of particular relevance to graduate students in theology and ethics.

Philosophy

PHLG 530 • Ethics (1-3)
The course provides an introduction to a variety of ethical theories and systems in order to formulate alternative perspectives for ethical analysis and decision-making.

PHLG/THOG 537 • Philosophical Theology (1-3)
The course employs philosophical methodology to examine the problems of the nature, limits and validity of religious knowledge, the meaning of religious language, and the origin and nature of evil.

Church History

500-Level Graduate Courses

CHSG 532 • History of Pentecostalism (1-3)
Antecedents, Wesleyan and nineteenth century holiness backgrounds; origin, development, and varieties of traditional Pentecostalism; some attention to the Neo-Pentecostal or charismatic movement. Course may include field trips to significant Southern California sites.

CHSG 551 • Renaissance and Reformation (1-3)
A Study of the transition from Medieval to Modern Civilization which emphasizes the forces and persons which brought about change in Europe's intellectual and religious outlook.

CHSG 552 • History of Christianity in America (1-3)
The development of the various denominations and sects in the Protestant church from colonial times to the present, giving European backgrounds of the American church.

Church Leadership Studies

500-Level Graduate Courses

CLSG 504 • Introduction to Church Leadership Studies (3) (M.T.S.)
A study of selected models and principles by which to understand the interior life of the leader as well as skills needed to facilitate the church's spiritual life and mission within cultural and social environments.

CLSG 521 • Disciplines of the Spiritual Life (1-3)
A study of the biblical and theological foundations of spiritual formation. The course seeks to establish a sound theological framework for a functioning spirituality within the Pentecostal/Charismatic tradition. Such topics as prayer, worship, community, study and other such disciplines will be considered.

CLSG 523 • Sociology of Religion (1-3)
The social structural approach to the study of religion, with particular emphasis on American society. Each unit will focus on one of the following major topics: defining religion; the restructuring of American religion; religion and public square.

CLSG 524 • Pentecostal-Charismatic Movements (1-3)
A socio-historical approach to the study of Pentecostal-Charismatic movements in American society. Each unit will focus on one of the following: charisma and institutional dilemmas; contemporary renewal and revival; and Pentecostal-Charismatic healing beliefs and practices.

CLSG 526 • Small Group Ministry (1-3) (M.T.S.)
A study of group dynamics within the context of local congregational mission and ministry. Issues in design and implementation of small group programming are also explored.

CLSG 528 • Contemporary Issues In Latin and South American Countries (1-3)

An examination of current strategic, political and theological issues characteristic of Latin American religion and culture, including research in Latin and South America, Caribbean and Latin American politics, media, social movements, and gender.

CLSG 532 • History of Pentecostalism (1-3)

Antecedents, Wesleyan and nineteenth century holiness backgrounds; origin, development, and varieties of traditional Pentecostalism; some attention to the Neo-Pentecostal or Charismatic movement. Course may include field trips to significant Southern California sites.

CLSG 538 • Church Financial Management (1-3) (M.T.S.)

Prerequisite: BUSN 220/221, BUSN 215/216, or permission of the professor. Basic accounting, cash/banking, financial record keeping and reporting, plant/property management, audits, insurance, wills, endowment and stewardship programs will be included in this course.

CLSG 545 • Lay Ministry Development (1-3) (M.T.S.)

A study of the untapped potential resident in the laity of the church with emphasis on developing strategies for lay renewal and equipping for active participation in the mission of the church. Current alternative models of doing church are critiqued.

CLSG 546 • Parables for Preaching (1-3) (M.T.S.)

An examination of the interrelationship between the meaning of the parables as Jesus spoke them to His original hearers and the message of parables proclaimed in the church today.

CLSG 554 • Principles and Methods of Inter-Cultural Ministry (1-3) (M.T.S.)

An examination of the principles and methods of inter-cultural ministry from the perspective of a North American missionary. Special emphasis is given to the discussion of a truly indigenous church, and the analysis of effective mission strategies.

CLSG 556 • Current Issues in Youth Ministry (1-3) (M.T.S.)

An exploration of adolescent development, culture and socialization as an integration point for effective youth ministry. Discussion of current issues in youth ministry will serve to provide students with foundations necessary for contemporary youth ministry.

CLSG 557 • Church Growth (1-3)

An examination of the underlying biblical and sociological principles and dynamics involved in the qualitative and quantitative growth of the body of Christ. Particular attention will be given to an analysis of the "vital signs" of health and growing churches for application to less healthy and non-growing situations.

CLSG 564 • Religion and Culture in Latin America (1-3)

An examination of the dynamics of traditional and evangelical forms of religion in Latin America, including the milieu of popular culture and beliefs, the functions of the Catholic church, current movements within Catholicism, evangelical influences, and Pentecostal growth.

CLSG 570 • Special Topics (1-3)

Study in a special topic in church leadership studies.

CLSG 590 • Seminar in Church Leadership Studies (1-3)

Mutual investigation of one topic in practice of particular relevance to graduate students in church leadership studies.

600-Level Graduate Only Courses

CLSG 618 • Church Leadership and Management Theory in Christian Organizations (1-3)

A conceptual overview that examines church leadership, the interior life of the leader, development of vision, and translating vision into management and organizational processes. Awareness of one's own leadership, interpersonal skills, decision-making processes, and motivation will be explored within the context of a local congregation, Christian school and other religious organization.

CLSG 620 • Change in Christian Organizations (1-3)

A systemic examination of change within congregations and religious organizations with a view to understanding the relationship between the organization structures and its environment. Strategic planning, problem solving, and program evaluation will be explored in light of intentional mission and ministry.

CLSG 621 • Mission and Marketing in Christian Organizations (1-3)

An exploration of the corporate vision of the organization and how a marketing theory integrates the corporate organizational mission with internal needs and community needs in a voluntary "exchange" process.

CLSG 622 • Conflict Management (1-3)

An examination of the nature of conflict and how it develops within the church or religious organization, ways to manage conflict, and how to be effective in intervention strategies using the best models in social sciences and the Christian tradition.

CLSG 625 • Principles of Church Revitalization and Renewal (1-3)

A study of the principles of church revitalization and renewal. The course will examine the role of the Holy Spirit in church renewal, explore the history and biblical principles of church revitalization, and analyze selected models of church organization in order to assess the forms of congregational life that facilitate renewal and revitalization.

CLSG 630 • Pastoral Counseling in Christian Organizations (1-3)

This seminar will review the literature on pastoral counseling in order to discover current trends in counseling and therapy, including Christian perspectives. The course will explore the relationship of the pastoral or Christian counselor to other health care professionals and will integrate theological reflection with social science theory and practice.

CLSG 635 • Issues in Pastoral Leadership (1-3)

A study of the leadership role of the pastor in developing evangelistic strategies, lay leadership, and group and individual interaction in the church. Also included will be issues of the minister's ongoing personal growth, skill development and mental health with assessment of the "life passages" of the pastor. Strategies of resolving role conflicts will be evaluated, including role definition and conflict in multiple staff relations.

CLSG 655 • Theological Education in the Third World (1-3)

Biblical, historical, ecclesiastical and cultural considerations in theological education. Discussions

on theological education by extension, non-formal learning structures and contextualization of theological education.

CLSG 665 • Leadership Development in Cultural Context (1-3)

The role of church leadership in relationship to social/organizational structures, with an emphasis on leadership development that occurs among developing nations or people groups.

CLSG 670 • Special Topics (1-3)

Study in a special topic in church leadership studies.

CLSG 680 • Individual Study in Church Leadership Studies (1-3)

An individualized study initiated by the student who must develop a written prospectus of the proposed study and secure an appropriate sponsoring faculty member to supervise and evaluate the study. Up to a maximum of three credit hours may be applied toward the degree requirements.

CLSG 690 • Seminar in Church Leadership Studies (1-3)

Mutual investigation of one topic in cross-cultural ministry of particular relevance to graduate students in church leadership studies.

700-Level Graduate Only Courses

CLSG 705 • The Church in Theological Perspective (3) (M.A.)

An examination of the origin and development of the Pentecostal movement in the twentieth century leading to a Pentecostal theology of the church and its mission in the world which is based upon a biblical perspective of the church.

CLSG 715 • The Church and Contemporary Moral Issues (3) (M.A.)

This course seeks to develop a constructive Christian ethic as a basis from which to understand and to evaluate the moral problems confronting the contemporary church. Emphasis will be placed on the theological character of the church's ethical reflection on moral issues.

CLSG 740-42 • Seminar in Practical Theology (1-3) (M.A.)

A research oriented course that deals with topics of particular relevance to students in church leadership studies. The particular topic will be announced in the registration class schedule in the semester when offered. Topics will include but may not be limited to the following seminars. may be repeated for credit.

Contemporary Theological Movements and Church Mission— A study of the mission and the ministry of the church from the perspective of one or more of the major significant theological movements of the twentieth century. The particular theological movement(s) — for example, — Pentecostalism, evangelicalism, theological existentialism, ethno-theology — will be announced in the Graduate Course Schedule in the semester when offered.

Biblical Exegesis and Expository Preaching—A study of the movement from the sound exegesis of the biblical text to the effective exposition of the text in sermonic form.

Education and Faith formation— A study of educational learning theories as they apply to the formation of faith in Christian life, including the themes of faith development in the family, the use of

small groups in faith formation, gift discovery and development, value clarification and moral development, and the use of theories of faith formation in age level education.

Religion

The following courses are offered on a CR/Fail Basis.

RELG 693 • Integrative Seminar (3) (M.T.S. only)

The Integrative Seminar is a classroom experience designed to help students reflect theologically on ministry experience by integrating what they have learned in graduate coursework with the practice of ministry.

RELG 694 • Field Education (3) (M.T.S. only)

A field education experience with a qualified mentor approved by the Faculty Supervisor in Field Education. See the Graduate Religion Office for applications.

RELG 778 • Thesis Proposal (4) (OCMS only)

A course which facilitates the development of a thesis proposal for The Oxford Centre for Mission Studies.

RELG 779 • Continued registration (1-4) (OCMS only)

A course which facilitates the continuing research of a thesis proposal for the Oxford Centre for Mission Studies.

RELG 780 • Individual Studies (1-4) (OCMS only)

An individual study in the area of religion.

RELG 786 • Research Methodology: Biblical Studies (3)

The development of appropriate theses and directed reading topics in the field of Biblical Studies, and the descriptions of these topics in formal prospectus formats. Required for all M.A. students, and M.T.S. students who have chosen the thesis option in the field of Biblical Studies. Replaces one general elective M.T.S. course.

RELG 787 • Research Methodology: Church Leadership Studies (3)

An introduction to research methods, including research design, collection of data, data analysis, and interpretation of data. Students will also develop a draft prospectus of their research topic that fulfills the requirements for a thesis, project, or directed reading exit option. Required for all M.A. students, and M.T.S. students who have chosen the thesis or project option in the field of Church Leadership Studies. Replaces one general elective M.T.S. course.

RELG 795 • Directed Reading (3) (M.A. or M.T.S.)

The development of a problem statement necessary to conduct a literature search in a given area. Written critiques, a summary reflection paper and meetings between the student and the directed reading mentor monitor the student's progress and mastery of research topic.

RELG 797 • Master's Project (3) (M.A. or M.T.S.)

The application of a theory or concept in a specific research setting culminating in a written research report with the guidance of a faculty committee.

RELG 798 • Master's Thesis (3) (M.A. or M.T.S.)

The study of a well-defined problem that both emerges from and carries forward some existing body of knowledge or theory. Students who choose this research option work with the guidance of a faculty committee.

RELG 799 • Continued Registration: Master's Study (1)

Required for each semester subsequent to registration of RELG 795, 797, or 798 until completed. Must be enrolled in semester of completion.

[RELG 799 credits do not count toward M.A. or M.T.S. degree requirements.]

FACULTY

Resident Faculty

DONALD E. BALDWIN. Professor of Philosophical Theology, Spiritual formation, and Division of Religion Chair. B.A., University of California, Los Angeles; M.A., University of Colorado; M.Div., Fuller Theological Seminary; Ph.D., University of Missouri.

SHERILYN BENVENUTI. Assistant Professor of Social Ethics and Director of the Graduate Programs in Religion. B.A. and M.A., Vanguard University; Ph.D (Candidate, 1999) University of Southern California, Los Angeles.

JERRY CAMERY-HOGGATT. Professor of New Testament and Narrative Theology. B.A., Vanguard University; M.T.S., Gordon-Conwell Theological Seminary; Ph.D., Boston University.

DAVID G. CLARK. Professor of New Testament. Diploma, Apostolic Bible College; B.A., Vanguard University; Ph.D., University of Notre Dame.

WILLEM DOGTEROM. Coordinator of the Doctor of Ministry Program with the Assemblies of God Theological Seminary and Assistant Professor of Pastoral Leadership. B.A., North American Baptist College; M.Div., D.Min. (Candidate, 1999), Fuller Theological Seminary.

NANCY E. HEIDEBRECHT. Associate Professor of Old Testament and Archeology. B.A., Vanguard University; M.A., Ph.D. University of California, Los Angeles.

ROGER D. HEUSER. Professor of Church Leadership Studies and Dean of the Graduate School. B.A., Trinity College; M.A., Trinity Evangelical Divinity School; Ph.D., New York University.

FRANK MACCHIA. Associate Professor of Christian Theology. B.A., Vanguard University; M.A., Wheaton College Graduate School; M.Div., Union Theological Seminary; Th.D., University of Basel.

DOUGLAS PETERSEN. Associate Professor of Cross-Cultural Ministries, and Director of the Costa Rica Study Center. Diploma, Northwest Bible College; B.A., Vanguard University; ; M.A., Pepperdine University; M.Th., Instituto Missionologico de las Americas; Ph.D., Oxford Centre for Mission Studies, Oxford, England.

NORMAN SHAWCHUCK. Professor of Church Leadership Studies. B.A., Jamestown College; M.Div., Garrett-Evangelical Theological Seminary; Ph.D., Northwestern University.

WILLIAM C. WILLIAMS. Professor of Old Testament and Chair, Biblical Studies Department. Diploma, Northeast Bible Institute; B.A., M.A., Central Bible College; M.A., Ph.D., New York University.

Adjunct Faculty

AUGUSTUS CERILLO, JR. California State University, Long Beach. Visiting Professor of American Urban and United States. Religious History. B.S., Evangel College; M.A., University of Nebraska at Omaha; Ph.D., Northwestern University.

RICHARD DRESSELHAUS. Senior Pastor, First Assembly of God, San Diego, California (Pastoral Preaching). B.A., Luther College; M.A., Wheaton Graduate School; D.Min., Fuller Theological Seminary.

DAVID C. GABLE. Assistant Superintendent for the Southern California District of the Assemblies of God, Irvine (Church Renewal). B.A., Valley Forge Christian College; M.Div., Faith Theological Seminary; D.Min., Fuller Theological Seminary.

BYRON D. KLAUS. President of Assemblies of God Theological Seminary, Springfield, Missouri. (Pentecostal foundations for church mission and cross-cultural ministry.) B.S., Bethany Bible College; M.R.E., Southwestern Baptist Theological Seminary; D.Min., Fuller Theological Seminary.

MARGARET POLOMA. Professor Emerita at Akron University, Akron (Sociology of American cultures, institutions and Pentecost.) B.A., Notre Dame College of Ohio; M.A., Ph.D., Case Western Reserve University.

SAMUEL SOUTHARD. Professor of Church Leadership Studies. B.A., Georgetown University; M.G.A. Georgia State University; BD and Ph.D., Southern Baptist Seminary.

EVERETT WILSON. President of Bethany Bible College, Scotts Valley. (Latin American Studies.) Diploma, Bethany Bible College; B.A., Sacramento State University; M.A., University of California, Berkeley; Ph.D., Stanford University.



Partnership Between Vanguard University and the Oxford Centre for Mission Studies

Contents:

- Statement of Purpose
- Application Process
- Research Proposal
- Thesis Process
- Residence Requirements
- Financial Requirements

The Oxford Centre for Mission Studies (OCMS) was founded in 1983 by the International Fellowship of Evangelical Mission Theologians (INFEMIT) to train a new generation of evangelical mission scholars and practitioners to become a key resource to the church in mission in contemporary contexts of complexity and diversity. The aims of OCMS are to facilitate research in mission and to encourage the recognition of educational excellence of Two-Thirds World theological institutions and development agencies. The objectives of OCMS are as follows: to establish and strengthen the relationship of theologians, professionals and the church within and between different cultures; to foster the development of leadership for mission organizations and training institutions; to encourage the study of and research into the theology and practice of mission; and to facilitate international and intercultural partnership among Christians in mission.

STATEMENT OF PURPOSE FOR THE PH.D. PROGRAM

The purpose of this cooperative relationship between Vanguard University of Southern California and Oxford Centre for Mission Studies for offering the Ph.D. is to provide the opportunity for outstanding students to conduct doctoral level research that contributes to the conceptual understanding and practice of holistic mission in Christian organizations.

This Purpose is Guided by the Following Ethos:

1. The growing churches in the Two-Thirds World need leaders who are mission scholars and practitioners, able to demonstrate intellectual integrity, embrace life transforming power of the gospel, and to address challenges posed by academic establishments.
2. Christian mission is holistic: addressing all areas of life, bringing judgment, reconciliation and transformation.

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3. Theology, which builds the church and challenges the world, is the product of action and reflection of God's people in mission.
 4. The evidence of the new humanity in Christ which comes into being in history through the cross of Christ is best visible as churches in different contexts enrich each other with the particularity of their experience and understanding.
 5. Convictions which bind us together in mission are our obedience to the lordship of Christ, our acknowledgement of the authority of the Bible as the infallible Word of God, and our belief in the uniqueness of Christ and the salvation he brings. Our common experience of being Christ's disciples living in community, sharing our lives in witness and service in the world enables us to be partners together for Christ.
 6. Global partnership in mission is possible and is necessary to reach all unreached peoples with the Gospel of the Kingdom of God.

Present Assumptions

- OCMS is recognized by the University of Leeds as an Affiliated College for the delivery of post-graduate taught degrees. OCMS also offers non-residential research degrees (M.Phil. and Ph.D.) of the University of Wales, Open University (UK) and the University of Leeds.
- In this cooperative relationship with OCMS, VUSC is prepared to assist the academic development of the student in the application process, and in preparing the research proposal. A successful research proposal will be submitted to OCMS for its approval. Once approved, the student is registered at the M.Phil. level. The student will complete the first 2-3 chapters of the thesis, which will be submitted to OCMS for official registration as a doctoral candidate.

Application Process

1. Criteria for Applicants
Applicants should be of high intellectual caliber, capable of producing a doctoral thesis.
2. Applicants should be committed to the contribution of holistic mission of Christ and his church through rigorous research and dedicated vocation.
3. Applicants should be sponsored by an institution that will give them time for their studies and facilitate their own contribution to the life of the church.
4. Applicants must have a Master's degree with a minimum GPA of 3.7 and/or demonstrated capacity to conduct quality research. Examples of research may include the following:
 - Thesis for the Master's degree
 - Published academic material
 - Three comprehensive research projects
5. Applicants who believe they meet these criteria are invited to begin the application process.

The Graduate School at Vanguard University of Southern California will send persons a full application pack (requesting personal, sponsorship information). Forms that are returned to the Dean of the Graduate School at VUSC must include:

- Application and sponsorship forms
- Published academic material, Master's thesis, or three comprehensive research projects, including a 3-5 page research prospectus
- Letter of recommendation from former professor
- Letters of recommendation from at least two recognized scholars in the field
- Letter of guarantee from sponsoring organization
- References, transcripts, and evidence of funding
- \$100 non-refundable application fee

Steps After Application Pack Has Been Received by Vanguard University:

1. Vanguard University's Graduate School Admissions Committee assesses information in light of above criteria. Academic materials are submitted to selected Vanguard University faculty and perhaps to scholars outside Vanguard University's faculty, according to the area of the supervising scholars' expertise and the student's academic interest.
2. The Graduate School Admissions Committee reviews the scholars' letters of recommendation concerning applicant's scholarly work and determines if the applicant is ready for the research proposal stage.
3. Upon approval, Vanguard University's Graduate School Admissions Committee recommends the application to OCMS for final acceptance to proceed. Upon acceptance of the final proposal to OCMS, the candidate is registered with a university. Completion of the degree takes approximately 18 months (full time) or 3 years (part time) after the formal registration of the proposal with a university.

Research Proposal

1. Areas of research should be broadly related to the mission of the church. Current studies include following areas: Biblical studies, theology, ethics, history, relief and development, culture, anthropology, sociology, counseling, economics, management and leadership, and communication. It is important to note that a theological reflection component should be included in all inter-disciplinary studies.
2. A faculty tutor from Vanguard University will work with the student to design an educational plan to prepare sufficiently a thesis proposal. Students may be encouraged to audit existing courses, seminars and participate in a "read-around" in selected academic fields for at least six months before a research proposal is prepared.
3. The research proposal once completed will be presented to OCMS for submission to the University. Upon approval by the University, the student will begin writing chapters of the thesis.

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4. After the first two to three chapters have been approved, the student will advance to candidate status.

Thesis Process

1. Generally, the scholar will have two supervisors approved by OCMS. After the student has given notice in submitting the thesis to OCMS, the formal process is set in motion for the appointment of examiners. The usual pattern is for the internal examiner to be in the student's academic department other than the student's supervisor. The external examiner must be from another university.
2. The oral examination or viva is normally held privately with the examiner and one supervisor as an observer. Results of the examination are one of the following:
 - The degree will be awarded immediately, subject to certain corrections and minor amendments, which usually have to be finished within one month.
 - The degree will be recommended provided weaknesses are addressed in the thesis, usually within 6 months; therefore, the candidate must resubmit it.
 - There are serious weaknesses that must be addressed in the thesis; therefore, the candidate must resubmit the thesis and have a new viva within one year.
 - The examiners consider the candidate's thesis work has not reached the standard required of a doctorate and they do not see any clear way of how it can be brought up to the required standards. However, the work has achieved the lower standard required of a M.Phil., which may be awarded.
 - The examiners may decide that the candidate has not satisfied the requirements; therefore, the student will not be permitted to resubmit.

The Ph.D./M.Phil. depends on the successful defense of the thesis.

Residence Requirements

1. A full time Ph.D. takes between 3-5 years, at least six weeks per calendar year at OCMS until the degree is finished with a minimum commitment of forty hours per week. A part-time Ph.D. takes 5-8 years with a minimum commitment of twenty hours per week.
2. Residence requirements for the Ph.D. at OCMS: a front-end residency of eight weeks. Students thereafter must spend at least six weeks per calendar year until the degree is finished.

Financial Requirements

Vanguard University Financial Requirements:

- \$100 non-refundable application fee.
- Registration of 4 units per year for supervision in preparation for the thesis proposal, and access to library and Internet. Current fees are \$386 per unit.
- Registration of 2 units per year after the proposal is accepted for continued access to faculty, library, and Internet. Current fees are \$386 per unit.

Residency Financial Requirements:

Current annual tuition in Great Britain is approximately \$4000, which includes all academic fees (which may vary according to respective universities) and the expenses associated with the required minimum annual stay in the UK (6-8 weeks) but does not include room, board and travel costs to the UK. An additional fee is approximately \$40 per hour for a faculty supervisor.

Note: Application forms are available at www.vanguard.edu or contact Phyllis Derksen, Coordinator of Graduate Programs in Religion at 714-556-3610 Ext. 248, or e-mail pderksen@vanguard.edu.

School for Professional Studies

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David L. Elliott, M.A., Director of the School for Professional Studies

MISSION: *The School for Professional Studies at VANGUARD UNIVERSITY serves life long learners throughout their educational journey. Through its Degree Programs, Certificate Programs, Special Interest Programs, and Educational Partnerships, the school provides ongoing educational opportunities that enhance family life, work, ministry, and community service.*

Academic Calendar of the School for Professional Studies

The School for Professional Studies (SPS) operates on a year round basis. Calendars for appropriate Degree Programs, Certificate Programs and Special Courses are available through the SPS office.

Student Life and Services

The School for Professional Studies has developed its Degree Programs to meet the needs of working adults who have 31 (or more) transferable college credits. In addition, certificate programs and general education/elective courses are available. Individuals are typically employed full-time and interested in completing their degrees in the evening while continuing to work. The program's innovative format allows students to earn their Bachelor's Degree in a manageable amount of time. Classes begin at different times of the year and generally meet one night per week on a year-round basis. Courses are offered in an adult learning compressed time format and run 3-7 weeks. All program degrees granted are under the auspices of the appropriate VUSC academic division.

It is possible for students meeting all entrance prerequisites to complete the degree program in 18–22 months.

SPS provides programs of study at many off site locations including San Juan Capistrano, West Los Angeles, Bakersfield and La Puente.

Individualized Appointments

Prospective students meet regularly with SPS Staff to discuss their academic needs and develop an educational plan. These appointments cover:

- The nature of the Degree Program
- Meeting the needs of an adult student
- Financial matters, such as:
 - Employer reimbursement
 - Loans and grants
 - University payment plan
- Beginning dates for groups
- Application procedures
- Questions and answers

To schedule an appointment, please call the SPS at (714) 668-6130. In addition to regular office hours (M-Th: 8am-7pm & F: 8am – 3pm), the staff will arrange appointments before or after work or during lunch hours. Off-campus presentations to groups of any size can be arranged.

Student Handbook

A copy of the student handbook for SPS is available to each student. Students are expected to be familiar with its contents and to conduct themselves in accordance with its provisions.

Financial Information

Tuition and Fee Schedule * effective July 1, 1999

Program Application Fee.....	\$30
Enrollment Deposit (applied to tuition)	\$100 / \$30
Credit for Prior Learning Fee (per unit received)	\$47
Tuition: per unit cost.....	\$285
Tuition: per unit cost (general education & electives)	\$175-285
Certification Programs.....	TBD

NOTE: For information about loans and grants, see the Student Financial Information sheet.

Application Fee and Enrollment Deposit

You will need to pay the non-refundable application fee at the time of application and the enrollment deposit prior to registration. The enrollment deposit is paid to reserve a place in a particular group and is applied to tuition.

Tuition

First semester tuition is due at registration prior to the first class session; second and third semester payments are due on or before registration at the last class session of the prior semester.

Books and Materials

Books and curriculum required for courses are available from Founders Bookstore by ordering toll free (877) 593-6058, or by accessing www.foundersbookstore.com/vanguard.

Credit for Prior Learning

The Credit for Prior Learning fee is \$47 per semester hour credited and transcribed. For example, if you apply for and receive 12 semester hours credit, your cost will be \$564. Please note that receiving all 12 credits is not automatic. It is based upon an evaluation of your work by a faculty member in that field. If you receive less than 12 semester hours credit, then your fee will be reduced accordingly.

Minimum Payment due on or before Registration

1. Payment of \$30 Application Fee.
2. Payment of \$100 Deposit (paid in advance to assure place in group and applied to tuition).

AND:

3. Determination of Financial Aid eligibility (based on submission of a FAFSA form), a complete Financial Aid file, OR utilization of one of the following Payment Plans:

Payment Plans

1. Semester Payment. Payment of the semester tuition amount plus fees at registration time.
2. Employer Payment Plan. Tuition is customarily due at the beginning of each semester. If your employer intends to pay for your tuition in part or in full, a letter so stating (on a letterhead or a company purchase order form) is required at registration listing the terms and conditions under which the employer will pay for your charges. Additionally, VUSC's Company Employer Reimbursement form must be completed by your employer and submitted to the Business Office. Employers who are unable to pay in advance must have those charges guaranteed by the student and paid in full within 2 months from the end of each semester. The student must also complete a Financial Aid file.
3. Monthly Payment Plan. The F.A.C.T.S. Tuition Payment Plan provides a monthly payment plan for a nominal fee of \$45 per year (12 months) with no interest charge. Pay \$45 fee/year or \$90 for entire program and up to 18 monthly payments.
4. VISA and MASTER CARD are accepted for payment of tuition and fees. However, there is an additional 1.5 percent rate increase assessed to your student account on the amount charged.

Financial Aid

The Financial Aid Office

Preparing for a college education requires advance planning. To assist students in making appropriate financial preparations, this fact sheet presents a number of important topics for consideration. It is recommended that students take the time to familiarize themselves with these items, and make a checklist of those points, which might require their attention.

Grant Assistance

Grants and scholarships are awarded based on a variety of factors, but primarily the student's demonstrated financial need. Unless otherwise noted by the donor of your award, students do not need to repay these funds. Listed below are some of the most common forms of grant assistance.

Federal Pell Grant.

Awarded to financially eligible students, funded by the government and administered by the University.

California State Grants (Cal Grants A or B)

Awards are determined by the California Student Aid Commission based on GPA and financial need, funded by the State and administered by the University. In addition to the FAFSA, the student must

file a GPA Verification Form with the California Student Aid Commission by the March 2nd deadline.

National Guard Education Assistance Program

Provides grants up to \$500 per semester for members of the California National Guard enrolled in a baccalaureate program. Applications are available from the student's guard unit.

Veteran's Benefits

Awarded to eligible veterans. Please contact the Veteran's Coordinator in the Records Office for details and appropriate forms.

Financial Aid Web Site.

Students applying for federal aid can speed up the process by downloading a free Windows-based program for IBM-compatible computers. It can cut weeks off the application process and eliminate the mistakes and problems that sometimes arise when filling out the paper FAFSA form. To download the software, visit www.ed.gov/offices/OPE/express.html (the Department of Education Web site).

General Information

The Financial Aid Office (FAO) is available to answer questions and to help estimate eligibility for financial assistance. To insure that financial aid eligibility may be determined in a timely manner students should contact the Financial Aid Office prior to the intended start date. Contact the Financial Aid Office at (714) 556-3610, Ext. 315.

Educational Loan Programs

Many students supplement the ability to pay for college by applying for student loans from the Federal Family Educational Loan Program. The following loans are available to SPS Students:

1. FEDERAL SUBSIDIZED STAFFORD LOAN

A low interest loan is available to students who demonstrate financial need. Repayment begins six months after the student graduates or drops below half time. Interest on the loan is paid by the government until loan re-payment begins.

2. FEDERAL UNSUBSIDIZED STAFFORD LOAN

This low interest loan has the same interest rate as the Federal Subsidized Stafford Loan, except the student is responsible for all interest incurred while in college. The student may pay the interest or may let it accumulate until repayment begins six months after graduation or dropping below half time.

Unlike a grant or scholarship, a loan must be repaid by the borrower.

NOTE: The eligibility levels for all of the above mentioned programs are determined through a confidential needs analysis of the information provided on the Free Application for Federal Student Aid (FAFSA). The Financial Aid Office must have a complete Financial Aid file in order to determine a student's eligibility. For additional information and for the financial aid packet call the Financial Aid Office at (714) 668-6130 x315.

STEPS TO APPLY FOR FINANCIAL AID

1. Request a Financial Aid packet from the SPS office
2. Complete required forms and applications.
*The Federal Application (FAFSA) must be submitted to the Federal Processor for Financial Aid and the VUSC Financial Aid Application must be submitted to the VUSC Financial Aid Office.
3. Once FA file is complete and student is enrolled in at least six (6) units, the Financial Aid Office will respond with a Financial Aid offer. Students must respond to this offer in a timely manner to be awarded.
4. Students must apply annually for Financial Aid.

Academic Information

Admissions Policies for the School for Professional Studies

Admissions Requirements

Admission is a simple process, which can lead to a quick decision on our part. The requirements to be met are:

1. Completion of a minimum of 31 semester hours from an accredited college/post-secondary institution. Additional General Education and Elective units may be required.
2. Minimum of at least two years of relevant work experience.
3. GPA of 2.0 (4.0 scale) or better on all prior academic work accepted
4. Completion of application process including forms, fees, essay and references.

NOTE: Any applicant not meeting the above-stated requirements will be considered by the Admissions Committee. At the admission stage you will be informed of any general education courses still required, accompanied by a recommendation as to when and where you can complete them.

Graduation Requirements

To graduate with a Bachelor's Degree, you must:

1. Complete all coursework in prescribed major.
2. Complete 124 semester hours accepted by Vanguard University.
3. Have a cumulative grade point average of 2.0 (4.0 system) or above for work taken at VUSC.
4. Complete the General Education Requirements.
5. Satisfy the VUSC College-prescribed English Proficiency requirement.

Application Process

Once you have become familiar with the program and have decided to apply, take the following steps:

1. Complete and turn in the application form along with the \$30 application fee.
2. Send a "Request for Official Transcript" form to each college or university previously attended. Check with the registrar from each institution for the appropriate transcript fee.
3. After transcript(s) have been received, schedule an appointment with an assessment advisor who will be able to evaluate your prior credits. Transcripts must be sent directly to the SPS Office or remain sealed and delivered in person to be considered "official".
4. Submit an essay of 250-500 words, typed and double-spaced, sharing a brief synopsis of your career history and how a degree from Vanguard University will benefit you.
5. Personal & Business References.
6. Once a preferred starting date has been selected, you will need to pay the \$100 enrollment deposit, which guarantees you a place in the group starting on that date.

The Admission Deadline for each cohort group is two (2) weeks prior to the registration date.

Students-at-Large: Students who are allowed to attend Vanguard University without submitting the credentials required for admission with regular status. This classification is possible only for those taking six (6) units or less during any semester. Students-at-large earn academic credit for work completed successfully, but they are not considered degree-seeking students at Vanguard University and may not apply for Financial Aid.

Academic Policies for the School for Professional Studies

Academic policies which include academic loads, enrollment options, cross registration, transfer of credit, schedule changes and withdrawals, grading system, attendance, honors, probation and disqualification, and petition process are outlined in the student handbook provided to SPS students.

Academic Programs

Degree Programs in the School for Professional Studies

Degree Program Benefits

Students in the Degree Program will be able to:

1. Complete their Bachelor's Degree in approximately 18-22 months if all course requisites are satisfied.

2. Attend class one evening per week and minimize interference with work schedules and family responsibilities.
3. Improve skills and strengthen their position in the job market.
4. Graduate with an accredited degree and be eligible to enter graduate schools.
5. Meet in a seminar format and benefit from the varied experiences and ideas of classmates.
6. Attend small classes with the same students and develop group cohesiveness.
7. Receive individualized instruction and specific attention to problem areas.
8. Gain satisfaction from fulfilling an educational goal.

Program Emphasis

Instructional Modules

Each program major consists of instructional modules. They are scheduled in a way that allows you to fit the program into an already busy schedule. The modules meet from 6-10pm one night per week for the duration of the program. Only one module is taken at a time and each group of students progresses through the program together. Each module runs 3-7 weeks.

The instructional modules are scheduled over 3-4 semesters.

Faculty members who teach in the Vanguard University Degree Program are highly qualified with graduate degrees, qualified professional designations, and significant experience. All hold at least the Master's Degree or Doctoral Degree and many are full-time VU faculty. All faculty participate in a special orientation on how to relate to adult students, making each module an exciting and valuable learning experience for you.

*Credit for Prior Learning (CPL)

Students may be able to earn additional semester hours through Credit for Prior Learning.

These credits can be from a number of different sources, including workshops, seminars, self-study, non-credit classes, training programs, and work experiences. Please note that it is the learning from, not just the exposure to, these sources, which is evaluated and results in credit hours being awarded.

In the admission process, you may be provided with an opportunity to obtain an estimate of the number of CPL credits you might receive when you enter the program.

*Please note that a maximum of 30 semester hours can be earned by Credit for Prior Learning.

Credit by Examination

The University offers several means by which you might earn credit in addition to the modules and Credit for Prior Learning. These include:

1. Challenge Examination – used when the student already has an adequate background to earn credit for an existing college course.
2. College Level Examination Program (CLEP) – a national set of exams on selected topics offered on a regular schedule.
3. Advance Placement (AP) Examinations – a national set of exams to substitute for specified VU courses.
4. Defense Activity for Traditional Educational Support (DANTES) – introductory college-level courses in more than 50 disciplines designed to help military personnel complete college credits.

Degree Programs

Business: Emphasis in Organizational Management

This innovative program provides you with a well-rounded business management education in marketing, business law, organizational concepts and practices. Plus, a Christian-value-centered point of view is integrated into business and management to bring new spirit and content into business.

General Education Requirements

English Composition	6 units
Humanities / Fine Arts	9 units
Science (3) with Lab (1)	4 units
College Math	3 units
Science or Math.....	3 units
Philosophy.....	3 units
Social Sciences	12 units
Total GE units.....	40
Major units earned in Degree Program	45
Elective units needed.....	39
Total units needed for B.A. degree.....	124

ORMT 371: Group and Organizational Behavior • 3 units

Study of group behavior and how group functioning affects organizational effectiveness. Emphasis is placed on decision making and resolving conflict in groups. Students develop strategies for efficient and productive group management and determine which tasks are handled by groups and individuals.

ORMT 376: Business Writing for Professionals • 3 units

A thorough review of all English grammar and writing skills is provided. Students will be introduced to library research for essay composition. An introduction to the advanced skills needed for academic writing. Students will be introduced to advanced academic research techniques.

ORMT 377: Organizational Concepts and Communication • 4 units

An examination of the formal and informal functions of organizations, including an analysis of an agency or organization based upon a system's model. Students will analyze and solve organizational problems using a step-by-step method. Effectiveness in personal and social relationships is also examined. Constructive feedback, dealing with anger and resolving conflict help each student develop a model for effective relationships.

ORMT 375: Methods of Research and Analysis • 3 units

An introduction to research and its tools with specific emphasis on helping the student to complete the organizational research project and understand managerial decision making. Content will include statistical methods, database research, and evaluating a problem or opportunity suitable for the Organizational Research Project.

ORMT 316: Legal Aspects of the Business Process • 4 units

An examination of law and its development, courts and procedures, and basic legal principles as they relate primarily to business ethics, business crimes, product and service liability, warranty, business organization and operation, insurance and property.

ORMT 471: Organizational Research Project I • 2 units

The Organizational Research Project is supervised by a faculty member and an on-site coordinator. Research will address an issue related to the student's work or avocation. The total project requires documentation of 250 clock hours of study. In Part I the student defines the topic, locates the sources, begins the research and writing, and makes the first oral presentation.

ORMT 472: Managerial Economics • 3 units

An examination of the principles of economics needed to be understood and utilized by managers and supervisors in all fields. The internalization of the U.S. economy and possible actions affecting economy in all organizations will be included.

ORMT 473: Marketing in a Global Economy • 3 units

An introduction to basic marketing theory and terminology. Students will analyze real-world cases exploring domestic and international marketing opportunities and problems, develop skills and confidence to identify and evaluate critical marketing data, and develop successful programs to solve problems and capitalize on opportunities.

ORMT 474: Accounting for Managers • 3 units

An overview of the financial tools available to the manager in decision making. Includes a study of income statements, balance sheets, cash flow projections, budgets, changes in financial position, and ratio analysis. Emphasis is on reading and understanding accounting documents rather than on their preparation.

ORMT 481: Business Through the Eyes of Faith • 3 units
A study of the Gospels focusing on the life and ministry of Jesus Christ, His death and resurrection with a view toward applying His life-changing principles to everyday life.

ORMT 476: Human Resource Management • 3 units
An exploration of the values and perceptions of selected groups affecting social and economic life through an analysis of policies and procedures relating to recruitment, selection, training, development, and compensation of employees. Special attention is given to Equal Opportunity Employment and the Office of Safety and Health Administration legislation through a series of case studies and simulations.

ORMT 477: Principles of Management and Supervision • 4 units
An overview of management and how leadership forms an integral part of it along with planning, organizing, staffing, leading and controlling/evaluating. An examination of the field of management from the perspective of a manager wishing to be more effective.

ORMT 478: Organizational Ethics • 3 units
A study of ethical situations in organizations, accountability in government, respect for human rights, and responsibility for ethical and contemporary life choices. Ethical theories and personal values are examined through readings and analysis of situations in organizations.

ORMT 479: Organizational Research Project II • 4 units
A continuation of the process begun earlier in Organizational Research Project—Part I. The project is the culmination of more than a year's research and writing on a topic of employer or community interest. During this module the project documentation is evaluated and a final oral presentation of the findings is presented to the group.

Psychology: Emphasis in Human Development

This program is designed to enhance a student's understanding of human nature with an emphasis on human development across the lifespan. You'll explore multiple perspectives of human nature, including cognitive, behavioral, biological, social-cultural, and spiritual. Program graduates are prepared for employment, especially in human services agencies, or for continued study.

General Education Requirements

English Composition	6 units
Humanities / Fine Arts	9 units
Science (3) with Lab (1).....	4 units
College Math	3 units
Science or Math.....	3 units
New Testament Survey	3 units
Philosophy.....	3 units
Social Sciences	9 units
 Total GE units.....	 40

Major units earned in Degree Program.....	51
Elective units needed.....	33

Total units needed for B.A. degree.....124

PSYD 366: Survey of Human Behavior • .3 units
Survey of Human Behavior surveys the fundamental concepts of human behavior and psychology from multiple perspectives, including biological processes in development and behavior; learning and memory, motivation, personality, psychological disorders, and social behavior.

PSYD 367: Writing and Research Skills • .3 units
This course is designed to introduce students to the advanced skills needed for academic writing in the social sciences. Students will also be introduced to advanced academic research techniques.

PSYD 368: Survey of Human Services • 3 Units
Survey of Human Services explores the ways in which care is provided for the whole individual, surveying community resources

PSYD 370: Childhood and Adolescence • .3 Units
Childhood and Adolescence examines the physical, cognitive, social, emotional and spiritual development of infancy through early adulthood, utilizing current research and developmental theories. Focuses on variations in cultures, parenting styles and peer groups in the enhancement of social confidence, competence and morality.

PSYD 372: Adulthood and Aging • 3 Units
Adulthood and Aging examines the physical, cognitive, social and emotional adjustments of adult life from adulthood through death. Focuses on the process of development rising from physical aging, continuing socialization and environmental changes involved in these life phases.

PSYD 374: Research Design and Statistics • .4 Units
Research Design and Statistics provides an introduction to basic research designs and statistical concepts with ethical issues in research. Examines the methods of collecting, summarizing, presenting and interpreting data in the social and behavioral sciences.

PSYD 432: Social and Cultural Psychology • .3 Units
Social and Cultural Psychology examines the relationships between social interaction processes and individual behavior as it is influenced by social processes, culture, face-to-face interactions and personality. Examines the implications of sociopsychological theory and research for present and future changes in the structure of human relationships.

PSYD 434: Group Dynamics • .3 Units
Group Dynamics examines group structure and process, with special attention to leadership roles. Focuses on group behavior and how group functioning affects organizational effectiveness. Emphasis is placed upon group decision-making and conflict-resolution.

PSYD 436: Abnormal Psychology • 3 Units
Abnormal Psychology studies social-cultural, spiritual, emotional, cognitive and behavioral devia-

tions of human behavior. Emphasis is placed on identifying the nature of abnormal behavior, including the symptoms, causes, treatment and classification of mental disorders.

PSYD 438: Cognition and the Brain • 4 Units

Cognition and the Brain explores the ways in which neural and cognitive processes are related, providing a framework for normal and abnormal neural functioning.

PSYD 440: Psychology of Personality • 3 Units

Psychology of Personality studies the various basic elements of personality and their integration. Traditional theories of personality are reviewed and critically evaluated.

PSYD 442: Introduction to Counseling • .3 units

Introduction to Counseling studies the various theoretical approaches to counseling, the personhood of the counselor and the dynamics of effective behavioral change. Emphasis is placed upon counseling process, establishing and maintaining the counseling relationship, use of diagnosis, testing, referral and other counseling tasks, and ethical issues in practice.

PSYD 444: Marriage and Family • 3 Units

Marriage and Family explores the institution of marriage and the family from multiple perspectives, including psychological, socio-cultural, and spiritual, with an emphasis on the influence of societal norms on human behavior within marriage and family.

PSYD 446: Psychological Testing • 3 Units

Psychological Testing examines basic principles of construction, administration, scoring, interpretation and the use of psychological tests and measurements, including the study of problems related to reliability and validity.

PSYD 448: Issues of Religious Faith • 3 Units

Issues of Religious Faith explores the ways in which science and religion relate to one another, including how psychology is related to various theological ways of understanding what it means to be human.

PSYD 460: Field Practicum • 4 units

Field Practicum provides the student with experience in a social service agency or research facility, such as an outpatient mental health facility, a community organization, a social program, a university research center. A guided field research project based on a prospectus of the student's design.

Religion: Emphasis in Ministry & Leadership

This unique program is designed for individuals who are involved in church or para-church activities, and who wish to gain knowledge to improve them personally and professionally and gain the skills to take a leadership role in their church or para-church community.

General Education Requirements

English Composition	6 units
Humanities / Fine Arts	9 units

Science (3) with Lab (1).....	4 units
College Math	3 units
Science or Math.....	3 units
New Testament Survey	3 units
Old Testament Survey	3 units
Intro. to Theology	3 units
Social Sciences	12 units
Total GE units.....	46

Major units earned in Degree Program.....	48
Elective units needed.....	30

Total units needed for B.A. degree.....124

MILD 365: A Theology of Church Mission and Ministry • .3 units

A theological understanding of the ministry of the church and its mission to the world.

MILD 364: Critical Thinking and Writing for Ministry • 3 units

A thorough review of all English grammar and writing skills is provided. Theories describing life learning experiences are explored and analyzed. Students will be introduced to library research for essay composition.

MILD 367: Research Methods for the Study and Preaching of the Scripture • 3 units

An introduction to the basic secondary materials utilized in biblical interpretation, an overview of the procedures of biblical exegesis and an articulation of the steps involved in homiletic construction and delivery.

MILD 368: Leadership in Christian Organizations • 3 units

Building effective ministry through the development of a healthy interior life, an understanding of a situational approach to leadership, and knowing the leader's role in the congregation's vision and mission.

MILD 462: Management in Christian Organizations • .3 units

The principles of effective management as a learning organization in understanding the church's internal processes as well as its relationship with the environment.

MILD 460: Foundations of Christian Ethics • 3 units

An investigation of the moral implications of the Christian faith from a biblical and theological perspective.

MILD 461: Theological Themes of the Old Testament • 3 units

A study of selected, major themes in the writings of the Old Testament.

MILD 369: Research Methods for the Study of Christian Organizations • .3 units

An introduction to research methods used to study life and ministry of a local congregation, including research design, collection of data, data analysis, and interpretation of data.

MILD 463: Theological Themes of the New Testament • 3 units
A study of selected, major themes in the writings of the New Testament.

MILD 464: The Ministry of Preaching and Teaching • .3 units
A study of the theology and practice of preaching and teaching.

MILD 466: The Ministry of the Spirit in the Church • 3 units
A theological study of the person and Holy Spirit with special emphasis on the Spirit's empowerment for the church's mission and ministry.

MILD 440: Pastoral Care and Counseling • 3 units
Theological perspectives and psychological resources for care and counseling in the context of the local congregation.

MILD 468: I Corinthians: The Church in an Urban Setting • 3 units
An exegesis of I Corinthians in the contexts of the life of the apostle Paul and the developing urban church.

MILD 438: Church Financial Management • 3 units
An introduction to basic accounting, cash/banking, financial record keeping and reporting, plant/property management, audits, insurance, wills, and endowment and stewardship programs.

MILD 472: The New Testament and Contemporary Personal Issues • 3 units
Exegesis and discussion of selected New Testament passages relevant to a variety of personal issues and contemporary life, including sexual ethics, gender roles, Christian parenting, divorce and remarriage, wealth and possession, and the problems of evil, death and dying.

MILD 473: Change Theory and Strategic Planning in Christian Organizations • 3 units
An approach to ministry planning in which change theory is integrated with the human and structural dynamics which influence the development of corporate vision and mission processes, goals, assessment, strategy, and evaluation.

Management Information Systems Major

The MIS Major may lead to a Bachelor of Arts or Bachelor of Science degree, dependent on the number of technical and computer science courses completed. Both BA and BS require 36 elective units; the BS degree requires that at least 12 of those units be from technical computer science courses.

General Education Requirements

English Composition.....	6 units
Humanities/Fine Arts	9 units
Science (3) with Lab (1).....	4 units
College Math	3 units
Science or Math.....	3 units
Philosophy.....	3 units
Social Sciences	12 units

Total GE.....40 units

Major units earned in Degree Program.....48 units

Bachelor of Arts Elective Units Needed36 units

<or> <or>

Bachelor of Science Elective Units Needed24 units

B.S. Technical Emphasis Certification Units.....12 units
(MCSE, MCSA, A+, Novell, etc.)

Total Units Needed For BA or BS Degree.....124 units

Curriculum

ORMT/MIS 371: Group and Organizational Behavior • 3 units
Study of group behavior and how group functioning affects organizational effectiveness. Emphasis is placed on decision making and resolving conflict in groups. Students develop strategies for efficient and productive group management and determine which tasks are handled by groups and individuals.

MIS 456: Computing Fundamentals and MIS • 3 units
Introduction to the computer, as well as other hardware tools, application software, the Internet, various software tools and the management information systems role in the business environment. Each student will study the capabilities of computer systems and the details of how various components of hardware and software accomplish each role.

ORMT/MIS 376: Business Writing for Professionals • 3 units
An introduction to the advanced skills needed for academic writing. Students will be introduced to advanced academic research techniques.

MIS 458: Programming Concepts and C++ • 3 units
The first course in programming and computer science using the C++ language. It assumes no previous programming experience and no mathematics beyond high school algebra. Topics covered include algorithms, program design, testing and debugging, variables, input and output, data types and expressions, flow control and programming style.

ORMT/MIS 481: Business Through the Eyes of Faith • 3 units
A study of the nature of business and its practice from the perspective of the Christian Faith.

MIS 461: Object Oriented Analysis and Design • 3 units
Introduction to the object oriented paradigm for system design and analysis. Activities include the development of an object model for use in object oriented programming in C++.

ORMT/MIS 472: Managerial Economics • 3 units
An examination of the principles of economics needed to be understood and utilized by managers and supervisors in all fields. The internalization of the U.S. economy and possible actions affecting economy in all organizations will be included.

MIS 462: Database Programming • 3 units

A practical introduction to database programming techniques using the ANSI standard structured query language (SQL). Design and implementation of a relational database, data manipulation, table joins, Boolean expressions, creation and utilization of views, sub-queries, and data security are studied in depth. Students learn to differentiate between data and information in the technology age.

ORMT/MIS 473: Marketing in a Global Economy • 3 units

An introduction to basic marketing theory and terminology. Students will analyze real-world cases exploring domestic and international marketing opportunities and problems, develop skills and confidence to identify and evaluate critical marketing data, and develop successful programs to solve problems and capitalize on opportunities.

MIS 464: Operating Systems Concepts • 3 units

An introductory course on operating systems that emphasizes the concepts that underlie operating systems. These studies will include batch processing, interactive processing, storage management, data sharing in main storage, resource control, file systems and processor scheduling. Modern examples such as Microsoft MS-DOS, Windows, Windows NT, IBM OS/2, the Apple Macintosh Operating System and UNIX are studied.

ORMT/MIS 474: Accounting for Managers • 3 units

An overview of the financial tools available to the manager in decision making. Includes a study of income statements, balance sheets, cash flow projections, budgets, changes in financial position, and ratio analysis. Emphasis is on reading and understanding accounting documents rather than on their preparation.

MIS 466: Systems Design and Analysis • 3 units

Focus on the design of management information systems that will meet the needs of the end-user. The entire process from requirements-analysis to implementation is carefully studied along with other key issues such as human resources, networks, data-warehouse, testing and maintenance. The process of implementing system changes after careful analysis of problem and alternative solutions is presented using case studies.

ORMT/MIS 478: Organizational Ethics • 3 units

A study of ethical situations in organizations, accountability in government, respect for human rights, and responsibility for ethical and contemporary life choices. Ethical theories and personal values are examined through readings and analysis of situations in organizations.

MIS 468: Computer Networks & Telecommunications • 3 units

An introduction to the basic principles of Data Communications, Telecommunications, and Networking. Strong emphasis is placed on the proper use of terminology and current technologies.

ORMT/MIS 477: Principles of Management and Supervision • 3 units

An overview of management and how leadership forms an integral part of planning, organizing, staffing, leading and controlling/evaluating. This is an examination of the field of management from the perspective of a manager wishing to be more effective.

MIS 482: Project Management/Special Project • 3 units

The finished product of this course is a software application that meets the needs of a designated end-user at this university. The project will be a team effort and the various stages of the project will parallel the various modules for the 16-module curriculum. The phases of requirement analysis, detailed specification, data input and output report requirements, relational database design, and processing are all part of this significant and long-term project.

General Education and Elective Courses

The program is designed for Adult Students who meet one of the following criteria:

- 1) currently enrolled in the Degree Program, or
- 2) preparing to enroll and needing General Education for the Degree Program and/or
- 3) taking courses for credit or non credit for special interest and certificate programs.

Courses are generally offered on a 3-7 week modular format meeting once a week for four (4) hours per night. Classes are conveniently held in the evening hours so the working Adult Student can easily attend. Students select 1-5 courses each semester and register for all classes at the beginning of each semester. All fees and tuition are due upon registration for each semester. The following courses are offered throughout the year:

COURSES OFFERED

ENG 102: Composition and Rhetoric • 3 units

(Satisfies English Composition Requirement)

COMM 290: Intro to Interpersonal Communication • 3 units

(Satisfies Humanities/Fine Arts Req.)

MUS 102: Introduction to Music • 3 units

(Satisfies Humanities/Fine Arts Requirement)

Mathematics Review Workshop • 0 units

(Strongly recommended prior to Math 104 - \$100 fee)

MATH 104: Math for Liberal Arts • 3 units

(Satisfies Natural Science/Math Requirement)

PSCI 115: Introduction to Earth Science • 3 units

(Satisfies Natural Science/Math Requirement)

PSCI 116: Introduction to Physical Science • 3 units

(Satisfies Natural Science/Math Requirement)

PSCI 490: Seminar in Physical Science (lab) • 1 unit

(Satisfies Natural Science/Math Requirement)

PHIL 201: Introduction to Philosophy • 3 units

(Satisfies Religion/Philosophy Requirement)

HIST 470: Special Topics in U.S. History • 3 units

(Satisfies Social Science Requirement)

PSYC 103: General Psychology • 3 units

(Satisfies Social Science Requirement)

OT 201: Old Testament Survey • 3 units

(Satisfies G.E. Religion Req. for Ministry & Leadership)

NT 101: New Testament Survey • 3 units
(Satisfies G.E. Religion Req. for Ministry & Leadership)

THEO 103: Introduction to Theology • 3 units
(Satisfies G.E. Religion Req. for Ministry & Leadership)

- Tuition is \$175 per unit and books/materials are \$75 per course. Additional lab fees may also be required.
- Students enrolled in at least 6 units may be eligible for Financial Aid
- All classes are held on Thursday evenings and some Saturdays at the Vanguard University main campus. Contact the SPS office for registration information

Certification Programs

Certification programs are offered in a variety of areas through the School for Professional Studies.

Computer Certification Programs

Through an articulation agreement with New Horizons Computer Learning Centers, students can take course work to prepare for the MCSE Certificate and the MOUS Certificate.

1. *The MOUS (Microsoft Office User Specialist) certification focuses on the following software programs: Microsoft Word, Microsoft FrontPage, Microsoft Access, Microsoft Excel & Microsoft PowerPoint. This is a universally recognized credential that will enhance marketability. The courses taken at New Horizons will prepare students for the MOUS certification test. In addition to personal growth and increased marketability, a student may also receive up to 6 elective units.*

CAPL/BIN 101 Microsoft Word • 1 unit
Three levels: beginning, intermediate and advanced Microsoft Word. Course covers Word basics, formatting, editing, columns and tables, reference tools, mail merging, sections and graphics, tables and formulas and macros and templates.

CAPL/BUSN 103 Microsoft Excel • 1 unit
Three levels: beginning, intermediate and advanced Microsoft Excel. Course covers Excel basics, formulas and formats, preview and print, charts and maps, database basics, database management, linking and protecting, visual basic, IF logic, user-defined functions and customizing Excel.

CAPL/BUSN 105 Microsoft Access • 2 units
Two levels: beginning and intermediate Microsoft Access. Course covers accessing Access, table design, fields and formats, form design, searching and sorting, import and export data, data relations, report creation, advanced queried, power table use, customizing forms and formatting reports.

CAPL/BUSN 107 Microsoft PowerPoint • 1 unit
Two levels: beginning and intermediate Microsoft PowerPoint. Course covers PowerPoint Basics, working with slides, drawing and graphics, finishing touches, data charts, text formatting, working templates and slide shows.

CAPL/BUSN 109 Microsoft Outlook • 1 unit
Two levels: Beginning and Intermediate. Course combines support for Internet standards-based messaging systems, including Exchange Server, with integrated calendar, contact, and task managing features. Outlook also integrates and organizes communications and shared information in one application.

2. *The MCSE (Microsoft Certified Systems Engineer) is a track designed to train one to plan, implement, maintain and support information systems. A student may earn up to 16 elective units through this certification program. The certification preparation is comprised of 6 courses:*

CAPL/BUSN 230 Network Essentials • 2 units
This course provides students with the background necessary to understand the local area networking information in Microsoft courses on workstations and networking. The course serves as a general introduction for students, who need a foundation in current networking technology for local area networks (LANs), wide area networks (WANs), and the Internet.

CAPL/BUSN 232 Win NT 4.0 Administration • 3 units
This course provides students with the knowledge and skills necessary to perform post-installation and day-to-day administration tasks in single-domain or multiple domain Microsoft Windows NT based network.

CAPL/BUSN 234 Win NT 4.0 Core Technologies • 3 Units
This course provides the core foundation for supporting Microsoft Windows NT operating system version 4.0. The goal of this course is to provide professionals with the skills necessary to install, configure, customize, optimize, network, integrate and troubleshoot Windows NT 4.0.

CAPL/BUSN 236 Internetworking TCP/IP WIN NT 4.0 • 3 Units
This course provides students with the knowledge and skills required to set up, configure, use and support Transmission Protocol / Internet Protocol (TCP/IP) on Microsoft Windows NT operating system version 4.0.

CAPL/BUSN 238 Win NT 4.0 Enterprise Technologies • 3 Units
This course provides a training solution for support professionals working in a Microsoft Windows NT Server 4.0-based enterprise environment. The goal is for support professionals to be able to design, implement, and support the Windows NT Server network operating system in a multidomain enterprise environment.

CAPL/BUSN 240 Building a Web Server with IIS 4.0 CAPL/BUSN 107 Microsoft PowerPoint • 1 unit
Two levels: Students are taught how to support the various features of Microsoft Internet Information Server (IIS). Students will learn to install, configure, and implement all components that comprise IIS. They will also have hands-on experience setting up an internet/intranet.

Future computer certification programs include: CNA Certified Novell Administrator; CNE Certified Novell Engineer & A+ Repair Technician Certification.

Leadership Certificate Program

Through Vanguard University of Southern California & the Santa Ana Chamber of Commerce, one may receive the following Certification:

ORMT 320 Community Leadership • 3 units

This course is a foundation course for community leaders. Participants will be exposed to a variety of community, business, public and private sector issues. Components covered include: economy, local community associations, image, education, social services and government. The purpose of the course is to instill, in present and future leaders, the knowledge of community and the skills for leadership. "The community is the subject, the classroom and the laboratory."



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University Administrators

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Murray W. Dempster, Provost

David M. Alford, Vice President for Business and Finance

Dan Mortensen, Vice President for Student Affairs

Full-time Faculty

ADAMS, REBECCA, Ph.D. (1996) Assistant Professor of Mathematics. B.S., Ball State University; M.S., Miami University of Ohio; Ph.D. McMaster University.

ALBERTSON OWENS, SHIRLEY, Ph.D. (1989) Assistant to the Provost for Institutional Research, Chair of the Division of Social Science and Professor of Psychology. B.A., California State University, Long Beach; M.A., California State University, Long Beach; Ph.D., Claremont Graduate School.

ANDERSON, NANCY M., Ph.D. (1998) Associate Professor of Marriage, Family and Child Counseling. B.S., Bridgewater State College; M.A., University of St. Thomas; M.A., Fuller Theological Seminary; Ph.D., Fuller Theological Seminary.

BALDWIN, DONALD, Ph.D. (1977) Associate Chair of the Degree Completion Program in Religion, Chair of the Division of Religion and Professor of Philosophical Theology and Spiritual Formation. B.A., University of California, Los Angeles; M.A., University of Colorado; M.Div., Fuller Theological Seminary; Ph.D., University of Missouri.

BELL, MARK J., M.A. Professor Emeritus of Fine Arts. 1962-1982.

BENVENUTI, SHERILYN, Ph.D. (Candidate). (1996) Director of the Graduate Program in Religion and Assistant Professor of Social Ethics. B.A., M.A., Vanguard University; Ph.D. (Candidate), University of Southern California.

BERKOMPAS, SUSAN K., M.F.A., (1998) Chair of the Department of Dramatic Arts and Assistant Professor of Theatre. B.F.A., University of Montana, Missoula; M.F.A., California State University, Long Beach.

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Contributions

Vanguard University is heavily dependent for its continuing ministry, education, and outreach on the generous gifts of friends. The students, faculty, and administrative staff of VUSC are men and women who have dedicated their lives in service to God and to reaching the world with the good news of Jesus Christ.

For further information please call or write: Development Office • Vanguard University • 55 Fair Drive Costa Mesa, CA 92626-6597 • (714) 556-3610.

Student Privacy Rights

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

- 1) The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.
 - Students should submit to the registrar, dean, head of the academic department, Vice President, or other appropriate Official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
- 2) The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.
 - Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the records, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
 - If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
- 3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
 - Disclosure without consent to University officials with legitimate educational interests is permitted. A University official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including Campus Safety personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
 - A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
 - Other exceptions that permit disclosure without consent are:
 - A. To authorized representatives of the Comptroller General of the United States; the Attorney General of the United States (for law enforcement purposes); the Secretary

of the Department of Education of the United States; and state and local educational authorities.

- B. To parents of dependent students, as defined in section 152 of the Internal Revenue Code of 1986.
 - C. To a parent or a legal guardian in connection with a health or safety emergency.
 - D. To a parent or a legal guardian of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the institution, governing the use or possession of alcohol or a controlled substance if the student is under the age of 21 and the institution determines that the student has committed a disciplinary violation with respect to that use or possession.
 - E. If a parent or eligible student initiates legal action against the University, the University may disclose to the court, without a court order or subpoena, the student's education records that are necessary for the University to defend itself.
 - F. The disclosure is in connection with a disciplinary proceeding conducted by the University against a student who is an alleged perpetrator of a crime of violence.
- 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Vanguard University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

The University may release public directory information concerning students. Such information includes, but is not limited to, the student's name, address, email address, telephone listing, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (e.g., undergraduate or graduate; full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, photograph, degrees, honors and awards received, and the most recent educational agency or institution attended. The above designated information is subject to release by the campus at any time unless the campus has received a prior written objection from the student specifying information which the student request not be released.

Grievance Rights and Procedure

Vanguard University subscribes to the principle of equal educational opportunity, regardless of sex (cf. Title IX of EDUCATION AMENDMENTS OF 1972). Any member of the university community who has a grievance related to this principle should petition in writing to the Vice President for Student Affairs, who will work with the petitioner for a resolution of the problem. The Administrative Council of the University shall serve as ultimate board of appeal for such questions.

V.A. Certification

I hereby certify that this catalog is true and correct in content as required by DVB circular 2-76-84, Appendix P, Paragraph 6(a).