Vanguard University

of Southern California

CATALOG 2009-2010

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The provisions of this publication are not to be regarded as the irrevocable terms of the contract between the student and Vanguard University. Changes are effected from time to time in the general regulations and in the academic requirements. There are established procedures for making changes, procedures which protect the university's integrity and the individual student's interest and welfare. A curriculum or graduation requirement, when altered, is not made retroactive unless the alteration is to the student's advantage and can be accommodated within the span of years normally required for graduation.

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ACADEMIC CALENDAR

2009-2010

This calendar is tentative and subject to change.

THE COLLEGE AND GRADUATE PROGRAMS

Fall Semester, 2009

Aug.	22	Residence Facilities Open for New Students, Saturday
	22-25	Welcome Week: New Student Orientation, Saturday-Tuesday
	24	Residence Facilities Open for Returning Students, Monday
	26	Classes Begin, Wednesday
	26	Convocation, Wednesday
Sept.	7	Labor Day Holiday (No Classes, Offices Closed), Monday
	11	Last Day to Add New Courses, Friday
	11	Last Day to Change Meal Plans, Friday
	11	Last Day to Waive Health Insurance, Friday
	25	Last Day to Drop a Course without it Appearing on Transcripts, Friday
Oct.	16	Fall Holiday (No Classes), Friday
	23	Last Day to Drop a Course without Academic Penalty, Friday
Nov.	10-11	University Pre-VU, Tuesday-Wednesday
	9-13	Academic Registration for Continuing Undergraduate Students, Monday-Friday
	16-20	Academic Registration for Continuing Graduate Students, Monday-Friday
	26-27	Thanksgiving Holiday (No Classes, Offices Closed), Thursday-Friday
Dec.	7	Last Day of Classes, Monday
	8-11	Final Examinations, Tuesday-Friday
	11	Last Day of Regular Semester Housing, Friday
	24-31	Christmas Holiday (Offices Closed)

Spring Semester, 2010

Jan.	1	New Year's Holiday (Offices Closed)
	7	Residence Facilities Open for New Students, Thursday
	7-10	New Student Orientation, Thursday-Sunday
	8	Residence Facilities Open for Returning Students, Saturday
	11	Classes Begin, Monday
	18	Martin Luther King Jr. Holiday (No Classes, Offices Closed), Monday
	22	Last Day to Add New Courses, Friday
Feb.	5	Last Day to Drop a Course without it Appearing on Transcripts, Friday
	15	President's Day Holiday (No Classes, Offices Closed), Monday
Mar.	5	Last Day to Drop a Course without Academic Penalty, Friday
	15-19	Spring Recess (No Classes), Monday-Friday
Apr.	2	Good Friday (No Classes, Offices Closed), Friday
	12-16	Academic Registration for Continuing Undergraduate Students, Monday-Friday
	19-23	Academic Registration for Continuing Graduate Students, Monday-Friday
	29	University Awards Chapel, Thursday
	30	Last day of Classes, Friday

May	3-6	Final Examinations, Monday-Thursday
	6	Graduate Programs Hooding Ceremony, Thursday
	7	Baccalaureate, Friday
	7	Move-out Day for Non-Graduating Students, Friday
	8	Commencement, Saturday
	9	Move-out Day for Graduating Seniors, Sunday

Summer Sessions, 2010

May	10-28	Session I
	31	Memorial Day Holiday (Offices Closed), Monday
June	1-18	Session II
June	21-July 9	Session III
July	3	Independence Day Holiday Observed (No Classes, Offices Closed), Monday

SCHOOL FOR PROFESSIONAL STUDIES

New Cohorts	Admission Deadlines	Orientation Dates	Classes Begin
Fall 1 Start	Aug. 7, 2009	Aug. 18, 2009	Aug. 24, 2009
Fall 2 Start	Sept. 1, 2009	Sept. 22, 2009	Sept. 28, 2009
Spring 1 Start	Dec. 4, 2009	Dec. 15, 2009	Jan. 11, 2010
Spring 2 Start	Jan. 29, 2010	Feb. 9, 2010	Feb. 15, 2010
Summer Start	Apr. 23, 2010	May 4, 2010	May 10, 2010

(Last week of Summer classes = Aug. 16-21)

Fall Semester 2009

June	15-29	Academic Registration for Fall 2009 – returning students
Aug.	2-28	Financial Registration for Fall 2009 – returning and new Session 1 students
	7	Admission Deadline for new Session 1 students
	18	Orientation for new Session 1 students
	24-29	Session 1 begins
Sept.	1	Admission Deadline for new Session 2 students
	7	Labor Day – classes in session, offices closed
	22	Orientation for new Session 2 students
Sept. 28-Oct. 3		Session 2 begins
Nov.	2-16	Academic Registration for Spring 2010 – returning students
	2-7	Session 3 begins
	23-28	Thanksgiving Holiday – no classes in session offices closed Nov. 26-27
Dec. 7- Jan. 15		Financial Registration for Spring 2010 – returning and new Session 1 students
Dec.	4	Admission Deadline for new Spring Session 1 students
	7-12	Last week of classes
	15	Orientation for new Session 1 students

Spring Semester 2010

Jan.	11-16	Session 1 begins
	18	Martin Luther King, Jr. Holiday – classes in session, offices closed
	29	Admission Deadline for new Session 2 students
Feb.	9	Orientation for new Session 2 students
	15-20	Session 2 begins
	15	Presidents' Day Holiday – classes in session, offices closed
Mar. 22-Apr. 5		Academic Registration for Summer 2010 – returning students
Mar.	15-20	Spring Recess – no classes, offices open
Mar. 29-Apr. 3		Session 3 begins

Apr. 2	Good Friday - no classes, offices closed
Apr. 19-May 14	Financial Registration, Summer 2010 - returning and new Session 1 students
Apr. 23	Admission Deadline for new Summer 2010 students
Apr. 26-May 1	Last week of Classes
May 4	Orientation for new Summer 2010 students
7	Baccalaureate
8	Commencement

Summer Semester 2010

May 10-15	Session 1 begins
May 31	Memorial Holiday – classes in session, offices closed
June 14-28	Academic Registration for Fall 2010 – returning students
June 14-19	Session 2 begins
July 4	Monday - classes in session, offices closed
July 19-24	Session 3 begins
Aug. 2-27	Financial Registration, Fall 2010 - returning and new Session 1 students
Aug. 6	Admission Deadline for new Fall Session 1 students
Aug. 16-21	Last week of Summer Classes
Aug. 18	Orientation for new Fall Session 1 students

CHILD DEVELOPMENT PROGRAM

Fall Semester, 2009

Aug. 24	Session I Begins
Sept. 7	Labor Day Holiday (Offices Closed), Monday
Oct. 5	Session II Begins
Nov. 9	Session III Begins
26-27	Thanksgiving Holiday (No Classes, Offices Closed), Thursday-Friday
Dec. 24-31	Christmas Holiday (Offices Closed)

Spring Semester, 2010

Jan. 1	New Year's Holiday (Offices Closed)
11	Session I Begins
18	Martin Luther King Jr. Holiday (Offices Closed), Monday
Feb. 15	President's Day Holiday (Offices Closed), Monday
15	Session II Begins
Mar. 29	Session III Begins
Apr. 2	Good Friday (Offices Closed), Friday

Summer Sessions, 2010

May 10	Session I Begins
31	Memorial Day Holiday (Offices Closed), Monday
June 14	Session II Begins
July 3	Independence Day Holiday Observed (Offices Closed), Friday
19	Session III Begins

GENERAL INFORMATION

UNIVERSITY MISSION AND IDENTITY STATEMENT

Carol Taylor, Ph.D., President

The purpose of Vanguard University is to pursue knowledge, cultivate character, deepen faith, and equip each student for a life of leadership and service.

To fulfill that purpose, Vanguard gathers a community of learners resolved to blend the pursuit of academic excellence with growth as authentic Christians. The educational experience at Vanguard, therefore, promotes the integration of faith, learning, and living. The university believes that scholarship in the arts, sciences, and professional studies illuminated by Christian truth fosters the intellectual development, moral maturity, and spiritual vitality of students. The university motto — Truth, Virtue, and Service — expresses our conviction that learning involves the whole person: head, heart, and hands.

A hallmark of a Vanguard education is the emphasis on the relational and collaborative nature of learning. The university cultivates a campus ethos that embraces a personal learning experience. Caring and supportive relationships among students, faculty, and staff provide opportunities for persons to share their faith journeys, to explore their hopes, and to nourish their souls. The community provides a safe place for free inquiry into the nature of truth, the acquisition of knowledge, the resolution of intellectual challenges, and the exploration of Christian faith for everyday living and for the enrichment of the life of the mind.

Under the auspices of the Assemblies of God in Southern California, the university embraces its Pentecostal heritage of Spirit-empowered life and thought. Faculty, staff, and students display considerable diversity in denominational affiliation, cultural expression, and academic pursuits. Together, they affirm the authority of Scripture, the Lordship of Jesus Christ, and belief that human nature, though marred by sin, enjoys nevertheless the potential of personal redemption through God's salvation in Jesus Christ. From this Evangelical and Pentecostal perspective, and in service to the church and society, the Vanguard community commits itself to global Christian witness and to social transformation.

OVERVIEW

Vanguard University (VU) 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. VU is a community that encourages individual integrity and responsibility in accordance with biblical Christianity and its social and ethical implications.

As a small community—over 2,000 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. Peirce 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, Graduate Studies, and School for Professional Studies.

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

For over eighty five years, Vanguard University has been a leader in educational innovation within its denomination, preparing students for all types of ministry. As a Christian university, VU 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 VU 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 VU 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 VU 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 VU 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 VU 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 VU community we endeavor to . . .

- honor God and commit ourselves to the person and model of Jesus Christ;
- 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 VU 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 face as citizens of the twenty-first century.

EDUCATIONAL TARGETS AND GOALS

The Educational Targets and Goals of VU were adopted by the faculty and administration during the 1995-96 academic year to define the student profile and learning outcomes which correspond to the University's institutional mission. The core 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, 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.

FAITH CONFESSION

As a Christian comprehensive university of liberal arts and professional studies, informed by its evangelical persuasion and Pentecostal heritage, VU 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 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 credential programs for multiple and single subjects, are approved by the California Commission on Teacher Credentialing. The program, in Nursing is accredited by the Commission on Collegiate Nursing Education (CCNE). The University is endorsed by the Alliance for Assemblies of God Higher Education.

INSTITUTIONAL AFFILIATIONS

Vanguard University is a member of the Association of Independent California Colleges and Universities and is one of more than one hundred 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.

LOCATION

Vanguard University 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 the Heath Academic Center, 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 Clinical Psychology Center, the Fine Arts 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: Balboa Hall, Catalina Hall, Huntington Hall, Laguna Hall, and Newport Hall. Vanguard Centre, in close proximity to the University campus, also provides an opportunity for student housing.

UNIVERSITY INSTITUTES AND CENTERS

Vanguard University is committed to preparing students through an education marked by academic excellence and spiritual vitality for productive service in a variety of vocations and ministries that are matched to the marketplace of the 21st century. In casting the vision of its preferred future as a leading Christian university, VU draws upon its distinctive Pentecostal heritage to advance an adventurous spirit that forges partnerships between the university, the church, and the community in promoting Christian witness, scholarship, civic responsibility, and social transformation. A strong commitment to cultural diversity, racial reconciliation, and gender equality is a consequence of VU being deeply grounded in the Pentecostal faith, a tradition that brought the university into existence. These core values continue to define the university's institutional vision. 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. The following institutes and centers help to advance the University's mission.

The Bryan S. Smith Institute for World Mission

Greg Austring, M.A., Director

The Bryan S. Smith Institute for World Mission facilitates the advancement of scholarship and evangelism in areas related to the Spanish-speaking world. The Institute primarily supports young undergraduate and graduate scholars whose studies demonstrate promise in fostering or developing an integral interest or involvement in Latin America or among Hispanic peoples. As funds are available, the Smith Institute awards scholarships to applicants whose studies are intercultural in character and interdisciplinary in methodology. The Institute encourages the integration of the theological disciplines, historical and social sciences, and business with Spanish language acquisition.

The Smith Institute is named in honor of Bryan S. Smith, farmer and entrepreneur, but more significantly a fervent supporter and faithful friend of foreign missions. For a half-century, Bryan Smith and his wife, Margaret, invested their resources in missions both on the home front as well as to the far reaches of the globe. Bryan and Margaret had a special love for children and youth, especially in Latin America.

The Center for Women's Studies

Carol Taylor, Ph.D., Interim Director

The Center for Women's Studies exists to advance the global status of women through research, education, advocacy, collaboration and hope. The Center for Women's Studies promotes gender reconciliation and the inherent dignity of all persons.

Through research, the Center is constantly developing a knowledge-base that is applied to issues endemic to the female experience such as women in leadership and violence against women.

Through education, the Center promotes the importance of delivering practical knowledge in various formats that will effect change in global culture
Through advocacy, the Center speaks for those who have no voice.
Through collaboration, the Center builds community relationships that advance the global status of women.

Through hope, the Center recognizes that knowledge leads to praxis and works toward the restoration of marginalized and victimized women at home and globally.

The Costa Rica Studies Center and CINCEL (Centro de Investigación y Estudios Culturales)

Greg Austring, M.A., Director of CRSC
Jay Dickerson, Director of CINCEL

The Costa Rica Studies Center (CRSC) in San José, Costa Rica, established in 1989 under the auspices of Vanguard University, provides undergraduate and graduate research opportunities for students and scholars who pursue advanced study and research with a distinctly Latin American focus. The Margaret S. Smith Library, housed at the Costa Rica Study Center, has assembled a collection of 10,000 books that include rare and hard to find texts on Latin American history, culture and religion. CINCEL (Centro de Investigación y Estudios Culturales), the CRSC's counterpoint located adjacent to The Costa Rica Studies Center, offers Spanish language acquisition and collaborates with Vanguard University to allow its students to take a semester abroad at CINCEL as a part of their requirements for a major in Spanish, or a minor in other academic disciplines.

The Jesse Miranda Center for Hispanic Leadership

Jesse Miranda, D.Min., Founder & Director

The Jesse Miranda Center for Hispanic Leadership (MCHL) of Vanguard University exists for the purpose of exploring ideas, sharing solutions and expanding opportunities in creating a cultural environment toward a better education on campus, a better ministry in churches and a better service to the community which comes from an understanding and engagement of the Hispanic population.

The vision of the Miranda Center is (1) to align with and support the vision of Vanguard University in becoming a Hispanic Serving Institute (HSI) for the 21st century by improving the campus climate for ethnic diversity; and (2) to assist in outlining the role of the university to educate, equip and empower leaders to engage and serve the church and the Latino community through the discovery of applied research, development through education and training and the dissemination of information to enhance the effectiveness of the campus, the church and the community in educating, engaging and developing the Latino community.

The Judkins Institute for Leadership Studies

Douglas Petersen, Ph.D., Executive Director
Roger Heuser, Ph.D., Director, Leadership and Spirituality

Our Mission

The Judkins Institute for Leadership Studies promotes leadership, which develops the spirit, character and ethics of purposeful and transformative organizations.

Our Vision

We strive to be a growing, diverse learning community of business, community and religious leaders who join together in dialogue and action in order to transform our enterprises through justice and compassion.

Our Strategic Priorities

In collaborating with leadership partners in business, community and religious organizations; we: (1) conduct research; (2) promote the formation of leaders; and (3) develop resources.

The Lewis Wilson Institute for Pentecostal Studies

Derrick Rosenior, Ph.D., Director

The Lewis Wilson Institute for Pentecostal Studies encourages and supports the study of the Pentecostal and Charismatic movements. The Institute serves as a conference and research center for scholars, church leaders, students and others who are interested in probing the historical significance and contemporary global role of Pentecostalism and the Charismatic movements.

Activities of the Institute include: sponsoring lectureships, seminars and roundtables; overseeing a Pentecostal bibliographic collection; encouraging undergraduate and graduate study in Pentecostalism by awarding stipends to scholars in residence; publishing occasional monographs and other materials pertinent to the study of Pentecostalism.

The Lewis Wilson Institute for Pentecostal Studies is named in the honor of Professor Lewis Wilson, who retired at the end of the 1994-95 academic year after offering twenty-eight years of service at the College, and over forty years of continuous service as an Assemblies of God and Pentecostal educator.

PNEUMA: The Journal of the Society for Pentecostal Studies

Vanguard University 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, or interested in aspects of these traditions from the vantage point of scholarly research. In the Spring of 1979, the Society published the inaugural issue of Pneuma. From 1993 to 1999, Dr. Murray Dempster served as Editor of the journal. Dr. Jerry Camery-Hoggatt served as Managing Editor of the Journal from 1995 to 1999. Dr. Frank D. Macchia became Editor of the Journal with the Fall 2000 issue. Dr. Edmund Rybarczyk now serves as Managing Editor. Beginning with the Spring 2002 issue, Brill Publishers (Netherlands) began to produce and to market Pneuma worldwide. Pneuma has also become accessible electronically through the American Theological Library Association along with the top 50 journals in religion in the US. The editorial office at Vanguard University allows students to work in volunteer journalism and provides a unique opportunity for interested students to keep up with the cutting edge of Pentecostal and charismatic scholarship.

ADMISSIONS INFORMATION

MISSION: The mission of the Admissions Office is to market VU 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.

The following admissions information is specific to the traditional undergraduate programs of the University. For graduate programs admissions information, see the Graduate Studies catalog section; for Child Development Program and degree completion admissions information, see the School for Professional Studies catalog section.

SELECTIVE ADMISSION

The traditional undergraduate programs of Vanguard University practice selective admission and encourage 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 traditional undergraduate programs, therefore, review applicants' academic records, moral character, and willingness to comply with the standards and values of the University. All applicants are evaluated without regard to race, gender, age, political affiliation, national origin, or disabling conditions.

The average freshman enters VU with a high school grade point average of approximately 3.37. Vanguard has a priority GPA of 2.80, with a minimum of a 2.50 GPA required for freshmen. Transfer students are required to have a minimum of a 2.00 GPA. A limited number of students who do not meet these minimum GPA requirements may be 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 VU. Please note that students are not guaranteed admission by meeting minimum GPA requirements.

HIGH SCHOOL PREPARATION

The traditional undergraduate programs do not 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

Fall Semester

Early Action (fall only, freshmen only)

December 1, 1st application deadline	January 15 notification sent
January 15, 2nd application deadline	March 1 notification sent

Regular Admission

March 2, priority deadline for regular admission
(notification sent after admissions files are completed and reviewed)

Early Action: If Vanguard University is one of your top college choices, you are encouraged to apply by the Early Action deadlines listed above. Students applying to Early Action are reviewed at a higher academic standard than Regular Admissions. If you are not admitted under Early Action your file will be reviewed under Regular Admission, allowing for additional materials to be submitted, including updated transcripts, test scores, and/or additional recommendations. Applications received after July 31for the Fall semester may not be processed in time for registration, requiring the student to defer their application to the following semester.

Spring Semester

Rolling admission. Notification will be sent once the file is completed and reviewed.

It is encouraged that students apply for admission as early as possible. Applicants are only considered for admission once their file is complete, and are not guaranteed admission by meeting minimum requirements. Applications received after November 30 for the Spring semester may not be processed completely in time for registration, requiring the student to defer their application to the following semester.

Students desiring financial aid should submit a "Free Application for Federal Student Aid" (FAFSA) to the government by the priority deadline of 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 VU as freshmen must follow the procedure outlined below:

1. Application. Submit the undergraduate application for admission to the Undergraduate Admissions Office with the $45 (non-refundable) application fee.
2. High School Transcripts. Arrange for an official copy of your high school transcript to be sent to the Undergraduate Admissions Office sometime during the first semester of your senior year. Applicants are also responsible to request that their final high school transcript, with graduation date 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 the ACT or SAT in order to be considered for admission and financial aid.
3. References. The University requires two references for admission. A Pastoral Reference, along with an Academic Reference from a teacher or employer. Reference forms are included in the application for admission.
4. Standardized Tests. All freshmen applicants are required to take either the Scholastic Aptitude Test (SAT) or the American College Test (ACT). Vanguard expects a minimum score of 910 (combined critical reading and math sections) on the SAT or a composite score of 19 on the ACT for admission to the university. Please note admission is not guaranteed by meeting minimum test scores. 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

Transfer Students

Students desiring admission by transfer from a recognized college or university will follow the same basic procedure outlined for freshmen above. Please note that students are not guaranteed admission by meeting minimum standards. Transfer students are also 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 (60) 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 in the Undergraduate Admissions Office) to be completed by the Dean of Students at the most recent Christian college attended.
3. References. The University requires two references for admission. A Pastoral Reference, along with an Academic Reference from a teacher or employer. Reference forms are included in the application for admission.
4. 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 core curriculum

requirements in English and mathematics are not generally required to submit standardized test scores.

5. Official Transcripts. An official transcript of all college work must be sent to the Undergraduate 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 core curriculum requirements for graduation at Vanguard University (no more than three core curriculum 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. Transcripts submitted to Vanguard become the property of VU and will not be returned or duplicated.
6. Community Colleges. A maximum of seventy (70) 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.
7. Unaccredited Bible college transfers. Students transferring from non-regionally accredited Bible colleges may be able to transfer a maximum of 30 units upon approval from the Director of the Department of Religion. A college catalog and course syllabi are required for the evaluation process. Schools accredited by the Association of Biblical Higher Education or Transnational Association of Christian Colleges and Schools may receive a maximum of 60 units in transfer. Students who have matriculated into VU, may not transfer units from unaccredited institutions.
8. Minimum Required Units. A minimum of twenty-four (24) of the last thirty (30) units and at least one-half of an academic major must be taken at Vanguard University.
9. Core Curriculum. Transfer students who have not fully met the core curriculum 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 pattern to meet the core curriculum requirements at VU.
2. Areas 1 through 5 (CSU pattern) must be followed with the following exceptions:
   - Area 4: Only 6 units required in two different disciplines.
   - Area 5: Only one class in Group A or B is required, but it must include a corresponding lab.
   - U.S. History OR U.S. Government is required.
3. Beyond the courses included in the IGETC pattern, students who transfer to Vanguard University will be required to take additional core curriculum coursework: fifteen (15) units of religion, three (3) units of a Multicultural Exposure course; and two (2) units of wellness/fitness courses. The three (3) units of a Multicultural course as well as the two (2) units of wellness/fitness courses may be taken at the community college as long as the total transfer credit does not exceed seventy (70) units.
4. Students at any California community college have the option of transferring to Vanguard University before completion of the entire IGETC pattern. If a student transfers before completing the IGETC pattern, all coursework taken at the community college to meet IGETC guidelines will transfer to Vanguard University and meet core curriculum requirements.
5. Partial or full completion of the IGETC pattern does not guarantee admission to Vanguard University. Students may be approved for admission after an application for admission has been filed with the Undergraduate Admissions Office at VU.

AIR FORCE RESERVE OFFICER TRAINING CORPS (ROTC) AGREEMENT

Air Force Reserve Officer Training Corps (AFROTC) educates and trains highly qualified undergraduate and graduate students for commissioning as officers in the United States Air Force. AFROTC offers a variety of two, three, and four-year scholarships, many of which pay the full cost of college tuition, books and administrative fees. Additionally scholarship recipients and all students who successfully complete a summer training session at the end of their second year receive a monthly tax free personal payment.

Through arrangements with Loyola Marymount University (LMU) in west Lost Angeles, Vanguard University will accept 16 transfer units from students enrolled in its Air Force Reserve Officer Training Corps (AFROTC) program. In addition, students currently enrolled at Vanguard may participate in the AFROTC program as part of their studies. For more information, contact the Loyola Marymount University Department of Aerospace Studies (AFROTC) at 310-338-2770 or visit their website at www.lmu.edu/acad/rotc/.

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 Undergraduate Admissions Office. If the length of absence from VU 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 (24) units at VU 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.

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. Financial aid is not available for international students.
2. Deposit. For Fall students, submit a check in U.S. dollars to cover 70% of basic costs of first academic year before the I-20 form is issued. For Spring students, submit a check in U.S. dollars to cover 100% of basic costs of the Spring semester 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 Undergraduate Admissions Office. A score of at least 550 on the paper-based test, or comparable score on the internet-based test, is required for admission to Vanguard University.
4. Transferring. To become eligible for transfer to VU 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 a minimum of twelve (12) units each semester.
6. Health Insurance. All international students admitted to the University are required to take the health insurance plan the university offers. There are no exceptions to this policy.

NOTIFICATION OF ADMISSION

Students applying by the December 1 Early Action Deadline will be notified of their admissions status by January 15. Students applying by the January 15 Early Action Deadline will be notified of their admissions status by March 1. Students applying for Regular Admission will be notified once their file is complete and has been reviewed. Upon acceptance to Vanguard University an acceptance packet will be mailed to each applicant that includes an acceptance letter, along with

additional information to assist you in your college planning. The following procedures must be completed once admitted:

1. Residence Arrangements. All students will be sent an on-campus housing form or an off-campus housing petition which is to be returned to the Undergraduate Admissions Office. Permission to live off campus is not considered official until confirmed in writing by the Student Life Center.
2. Enrollment Deposit. Prior to securing financial aid, academic course registration, and campus housing, approved applicants must submit a $400 enrollment deposit to the Undergraduate Admissions Office. This deposit is non-refundable after May 1 for Fall term applicants, and December 1 for Spring term applicants.

Student Classification in VU's Traditional Undergraduate Programs

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 (12) 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 VU, 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 (6) units or less during any semester except Summer Session. Student-at-large application forms are available through the Undergraduate 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.

FINANCIAL INFORMATION

FINANCIAL AID OFFICE

MISSION: The Financial Aid Office exists to assist students in planning and procuring funds for educational 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 VU 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 8:00 a.m. to 5:00 p.m.

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 is available online at www.vanguard.edu/financialaid.

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 each year.

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 financial aid application process every academic year. Aid applications for the SPS and Graduate programs are available online at www.vanguard.edu/financialaid.

Financial 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, and before March 2, 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 Services Office to cover tuition, fees, and 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 Services Office.

Satisfactory Academic Progress

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

GPA Requirement: All undergraduate financial aid recipients are required to maintain a minimum 2.00 Cumulative GPA. All graduate financial aid recipients are required to maintain a minimum 3.00 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 for both graduate and undergraduate students: A, B, C, D, and CR. The following grades do not meet the academic requirements for both graduate and undergraduate students: 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 measured in equivalent full-time semesters. For transfer students, every 15 units of accepted and transferable units equals one full time semester.

Undergraduates = 8 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 may 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 must 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. 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, fees, room, and board) are known in advance, students must make arrangements prior to registration to handle their account in accordance with university policies. The Vanguard University 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.

Financial Registration

Financial Registration allows students who have *academically registered* for the upcoming semester to submit all necessary documents and enroll in 1 of the 3 payment options the University offers. **All students are responsible for completing Financial Registration by the published deadline.**

The semester charges are due and payable on or before the financial registration deadline. Financial aid from authorized and approved loans, scholarships, and other forms of student aid are permitted to be used as payment. All such student aid is administered through the Financial Aid Office.
The University offers three payment options. Prior balances (any and or all charges related to a previous semester) must be paid in full. Payment option arrangements must be made prior to the Financial Registration deadline:

Option 1) Pay-In-Full: This consisting of the amount not covered by grants and scholarships-must be made by the Financial Registration deadlines for both Fall and Spring, as well as any prior balances.

Option 2) Pay 70, Defer 30: 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 for both Fall and Spring. The remaining 30% balance due is payable in three monthly payments due the 1st of the following three months. An additional finance charge of .83% will be charged on any unpaid balance of the student's account each month. Finance charges will also be assessed on any financial aid not yet applied to the student account.

Option 3) Tuition Payment Plan: Enrollment with Sallie Mae's 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 (Fall and Spring). The first payment must be received by Sallie Mae according to the predetermined Sallie Mae payments schedule. There are no finance charges; however there is a $150.00 enrollment fee for this plan. A budget must be approved and a contract signed with Sallie Mae by the published deadlines. All prior balances must be paid to be eligible for this option. Information regarding this plan will be available through Sallie Mae's website at tuitionpay.salliemae.com/vanguard.

*All Vanguard students must sign a Student Account Master Promissory Note (SAMPN) with the Business Services Office by the appropriate deadline. Students just need to sign their SAMPN one time their entire time here if here consistently each semester.

Student Health Insurance

All Undergraduate students who are enrolled in at least 7 units and Graduate students who are enrolled in at least 5 units are required to have health insurance and will automatically be enrolled in and charged for a University-sponsored health insurance plan. Undergraduate students who provide evidence of coverage under another plan to Residence Life by the published deadline will be waived out of the insurance plan. Graduate students who provide evidence of coverage under another plan to their Graduate coordinator by the published deadline will be waived out of the insurance plan International students are required to carry VUSC insurance whether or not they maintain their own policies. Students enrolled in the School for Professional Studies who are interested in purchasing Vanguard's Student Insurance Plan should inquire with their SPS Student Services Coordinator.

Bookstore Charges

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

Unfulfilled Financial Obligation

When a student cannot meet their financial obligation to the University and have exhausted all financial aid options with the Financial Aid Office, Business Services will place student on a 3 month Promissory Note (PN). The PN is a contract and contains specific obligations regarding the student's balance, payment plan, and finance charges.

Once the student has completed the above-mentioned requirements the Business Services Office will clear student to receive their cap and gown and participate in all graduation ceremonies and activities.

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. An official transcript will not be issued to, or on behalf of, any student whose Vanguard student account is not paid in full or whose Federal Perkins Loan is delinquent.

Diplomas

A Diploma will not be issued to, or on behalf of, any student whose Vanguard 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 University (see Food Services section under Student Life and 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 traditional undergraduate students in two residence towers, three residence halls, 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 University retains the right to use student housing during the Christmas holidays and Spring break for university-endorsed conferences. Advance notice of two weeks will be given to students if their room is needed.

Refund Policies

The following refund policies apply to the traditional undergraduate and graduate programs only. For Child Development Program and degree completion refund policies, see the School for Professional Studies catalog section.

Tuition Refunds

Tuition refunds will be made for withdrawal from the University or course load reduction when an official withdrawal form or an official add/drop form is filed with the Registrar's Office. Refunds will be based on the date of receipt of the official forms by the Registrar's 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-

Refund schedule applies to tuition, room, board and residence life, student services, and unused course fees. Students who withdraw or are expelled from the institution may be required to have some or all of their financial aid returned to the various aid programs. Any student who wishes to withdraw from the University must notify the Registrar's Office of their "intent to withdraw." The amount of financial aid to be returned for the student will be calculated based on this date. Federal aid will be returned based on the amount of the semester the student has completed. State and institutional aid will be returned based on the refund percentage applied to the student's institutional 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 for the fall semester and the fifth day of classes for the spring semester. 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 the University 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 University 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.

STUDENT LIFE AND SERVICES

UNIVERSITY STUDENT SERVICES

MISSION: Student Life exists to cultivate a community of authentic relationships and diverse learning environments that facilitate the holistic growth of each student towards Christ-likeness.

The Career Guidance Center

The Career Center can help students decide a college major or make career decisions based upon a battery of career assessments. This information, along with the Center's resource materials, information about job trends and occupations, and one-on-one counseling, can direct students on a career path that is both suitable and fulfilling. In addition, job fairs are held on campus each semester. This provides students an excellent opportunity to meet prospective employers. Counseling appointments can be made by calling (714) 556-3610, ext 4788. Walk-ins welcome.

Learning Disabilities

Students with documented learning disabilities who desire assistance should contact Barbi Rouse in the Learning Center. A Learning Assistance Program is available and a professionally trained staff member helps students work with their faculty members to provide reasonable accommodations.

Physical and Emotional Disabilities

Students with documented physical disabilities are encouraged to contact Dr. Beth Lorrance (ext. 4489) at the Counseling Center to determine what accommodations can be provided to accommodate the student in negotiating the campus environment. The Counseling Center is an available resource for negotiating accommodations for student who are experiencing short- or long-term psychological and physical disabilities.

Tutorial Services

Students may receive academic assistance in all disciplines free of charge through the Tutorial Center located on the second floor of Scott Academic Center. Additional tutorial assistance in preparing written assignments and research papers is available through the Writing Center. The Tutorial and Writing Centers are located on the second floor of the Scott Academic Center.

Employment Services

An employment referral service to assist students in finding part-time employment while attending the University is maintained through the Career Guidance Center. Campus employment opportunities are available in various departments. Students may also take advantage of the career planning services available. See our website at www.vanguard.edu/careercenter or call the Employment Specialist at extension 4775.

Student Health and First Aid 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 University works in conjunction with local medical clinics and hospitals to provide necessary care to students who become ill. The First Aid Center located in the Gymnasium 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 Therapist, and students can make confidential appointments to discuss their spiritual, personal, and emotional concerns. This service is provided for each student free of charge. In addition, any member of the faculty, staff, and administration is available to students.

Food Services

Meals are served regularly in the Dining Commons for all students. Resident students may elect to participate in various board plans. Individual meals may be

purchased by off-campus students. Meals can also be purchased from the cashier in the Business Services Office. Any exceptions to food service requirements must be petitioned through the Housing and Food Plan Coordinator and the Vice President of Student Life.

Student Automobiles

All student automobiles used on campus must be registered with Campus Safety Services at the time of student registration. Vehicle registration may be completed online via the Campus Safety web page at www.vanguard.edu/campussafety or in the Campus Safety Office. Students must have adequate current public liability and property damage insurance in order to operate an automobile on the campus.

ID Card

A VU 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 $25.00 fee to replace the card if it is lost. Please see the Student Life Office at the time of registration to obtain this card.

UNDERGRADUATE STUDENT LIFE

Student Learning and Development

The division of Student Affairs seeks to provide an environment that is conducive to student learning. Programs and services are designed to create a seamless learning environment so that learning is supported both in and out of the classroom. Because the University 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 university life.

Student Housing

The University provides comfortable accommodations for undergraduate students in a home-like atmosphere at a reasonable cost. Residence facilities are maintained both on and off campus and can accommodate single students in a variety of settings, including traditional and apartment housing. The Residence Life Program is supervised by the Director of Residence Life, and 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 help create community among the residents.

Because Vanguard University is primarily a residential University, all single freshman and sophomore students less than 21 years of age are required to live in university-owned housing unless they are residing with a parent or legal guardian. Additionally, on and off campus students are not permitted to live with members of the opposite sex other than their spouse.

On campus residence facility rooms are furnished. However, students should provide linens, towels, blankets, a pillow, and a bedspread. Residence rooms are designed for either double, triple, or quadruple occupancy.

The University 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* or online at www.vanguard.edu/residencelife..

Eligibility to Participate

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

Christian Involvement

The emphasis on the spiritual dimension of one's life makes the university experience at Vanguard University distinctive. The Spiritual Formation Department promotes processes and activities to assist students in their spiritual

development. Students meet regularly in Chapel services which afford many challenging opportunities for spiritual growth.

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.

Students may identify themselves with the church of their choice and are encouraged to attend services regularly. Students are encouraged to develop a life of devotion and pursuit of God through practicing spiritual disciplines, serving others, and engaging in support or accountability groups.

Outreach Ministries

Outreach Ministries' mission is to lead the Vanguard Community to deeply value and relentlessly pursue a life of faith in action. Outreach believes that regardless of vocation or major, all Christians are called to share the good news and take care of those in need. Both local and global opportunities for Christian service include on-campus ministry groups, work in local churches, service in the local community, and partnerships with missionaries all around the globe. The hope is that each student will participate in some form of ministry during their experience at VU.

Student Government

Vanguard University endorses and practices self-government by students. The Associated Student Body (ASB) government works within the larger context of the University 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 advised by the Director of Leadership Development and Activities and 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 co-curricular organizations and activities on campus such as:

Student Publications

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

The VU "Vanguard Voice" is a publication of campus news and information of interest to the University 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.

Drama

At least four major theatre productions, student showcases, a dance recital, and a musical revue are performed each year in the Department of Theatre Arts.

Forensics

Vanguard University participates in state and national forensic competition. Each year students have qualified for the national tournament. Students may compete in the categories of parliamentary debate, expository speaking, impromptu speaking, extemporaneous speaking, oral interpretation, drama interpretation, poetry interpretation, prose interpretation, communication analysis, persuasive speaking, and other related events.

Musical Organizations and Events

The Music Department at Vanguard University sponsors six musical organizations on campus including the University Concert Choir, University Women's Chorus, Vanguard Singer's and Band, University Orchestra, Jazz/Stage Band, and Barbershop and Beautyshop Quartets. Most of these performing ensembles represent the university at churches, schools, conferences, and conventions; travel on out-of-state and international tours; and make professional recordings. Recent tours and opportunities have included Carnegie Hall in New York City, Portugal, China, Japan, Hawaii, and Canada. Membership in these musical ministry organizations is open to all undergraduate and graduate students by audition and interview.

The Department also presents two major concerts each year-at Christmas and in the Spring Semester. Various musical groups on campus participate in these two presentations.

Students also perform as members of the Chapel Worship Teams, Band, Pep Band, and a variety of other musical groups.

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. University 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 University community as specified in the Student Handbook.

Biblically Speaking

Our goal is to understand and interpret every aspect of life in the VU 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 VU member.

Responsible Freedom

VU 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 University 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 University's aims and goals are required of community members. The responsibilities that membership at Vanguard University entails are:

1. to love God and all members of the VU 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, all forms of tobacco, non-medical narcotics or hallucinogenic drugs (including marijuana);
10. to practice discretion and restraint in the choice of television programs, music, movies, theater, social dancing, 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 University community.

Voluntary Commitment

These rules apply to the student while he or she is enrolled in a University program or residing in University-approved housing. Each student is expected to exercise restraint in these matters even when he or she is not under direct University 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 University.

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 University 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 Student Life 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 at the beginning of the fall semester during their Cornerstone course and is available on-line at www.vanguard.edu/studentlife. Students are expected to be familiar with its contents and to conduct themselves in accordance with its provisions. The university reserves the right to make changes and periodic updates to the handbook at any time.

ACADEMIC INFORMATION

DEGREES GRANTED

The University offers the Bachelor of Arts, Bachelor of Science, Bachelor of Science in Nursing, Master of Arts, Master of Science, Master of Business Administration, and Master of Theological Studies degrees.

The College:

A Bachelor of Arts Degree with a major in:

- Accounting
- Biological Sciences
- Business Administration
- Communication: concentrations in Communication Studies or Cinema and Digital Media
- Cultural Anthropology
- English: emphases in Literature and Textual Analysis, or Writing
- History/Political Science
- International Business
- Liberal Studies: Emphases in: EL Authorization Preliminary Credential, Preliminary Credential and Christian Education Leadership, Christian Education Leadership, Induction, or Teacher Leadership
- Marketing
- Music: emphases in Music Education, Music Ministry, or Performance
- Music and Worship Arts
- Psychology
- Religion: Concentrations in: Biblical Studies, Christian Formation and Discipleship Studies, Intercultural Studies, Pastoral Leadership Studies, or Youth Leadership Studies
- Sociology
- Theatre: concentrations in Performance/Directing, Technical/Design, or Musical Theatre

A Bachelor of Science Degree with a major in:

- Biochemistry
- Biology: emphases in Botany and Ecology, Education, Neuroscience or Pre-Medical Studies
- Chemistry
- Kinesiology: concentrations in Pre-Health Sciences, Sports Science, or Teaching/Coaching
- Mathematics

Graduate Studies:

Graduate Program in Business And Management:

A Master of Business Administration Degree

Graduate Program in Education:

A Master of Arts Degree in Education:

Graduate Program in Psychology:

A Master of Science Degree in Clinical Psychology

Graduate Programs in Religion:

A Master of Arts Degree in Leadership Studies
A Master of Theological Studies Degree

School for Professional Studies:

A Bachelor of Arts Degree with a major in:

- Business: concentration in Information Technology
- Business: concentration in Organizational Management
- Psychology: concentration in Human Development
- Religion: concentration in Ministry and Leadership

A Bachelor of Science in Nursing Degree

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 department; a major has an evaluation check sheet, 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 check sheet, and appears on the academic transcript, but not on the diploma (e.g., Religion: Biblical Studies).
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 may have no evaluation check sheet and does not appear on the academic transcript or on the diploma (e.g., Liberal Studies: Sociology).

Course Numbering

Course numbers are assigned as follows:

90-99:	Considered college preparatory and are not accepted toward the B.A./B.S./B.S.N. 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+:	Professional Development (not degree applicable)

Enrollment Status Definitions

Full-time:	Undergraduate – 12 units
	Graduate – 9 units
	Professional Development – 12 units
Half-time:	Undergraduate – 6 units
	Graduate – 5 units
	Professional Development – 6 units

ACADEMIC SERVICES

The O. Cope Budge Library

Alison English, Ph.D., Professor and Head Librarian

MISSION: The 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 Library Faculty 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.

Faculty Librarians teach approximately 90 bibliographic instruction classes annually. They not only explain how to use the online and hardcopy resources in Vanguard's library, but also teach students how to create effective search strategies and to evaluate the online information that the searches produce. They specifically target each professor's course requirements and design class procedures so that they undergird the focus of each course. Many of the bibliographic instruction classes are integrated into the Core Curriculum, beginning with the Cornerstone course and ending with different academic Capstone courses. The library subscribes to approximately 70 databases, which provide full-text access to 17,342 online journals, as well as numerous monographic resources. The Library Web Page, developed by Associate Professor/Librarian Mary Wilson, is the syllabus.

The library was constructed in 1963 to house a growing collection of education resource literature. The collection presently consists of more than 188,000 volumes and includes some 500 hardcopy periodical titles and approximately 40,000 electronic books attached to VANPAC, the library's book catalog. The library houses a specialized Pentecostal Collection, a Rare Book Collection, the

Margarita Lima Spanish Collection, the Morris Pike Drama Collection, and the Helenclair Lowe Collection of choral music. Also included in the library holdings are music CDs, microforms, DVDs and videos.

In addition, some 15 local public libraries, university libraries, and community college libraries are within a 15-mile radius of Vanguard University and are available for student usage, usually with the acquisition of a library card.

The Writing Center

Karen Lee, Ph.D. Director

MISSION: The Writing Center exists to serve Vanguard University's student writers across the curriculum 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 with improving their writing skills in concert with their critical command of content and rhetorical structure. The Writing Center is committed to integrating faith and learning in a Christ-centered collaborative environment.

The Writing Center provides knowledge of current writing instruction methodology for the student consultation staff. The Writing Center endeavors to develop technology-enhanced 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, the Writing Center fosters interpersonal and instructional skills with Christian spiritual development through a ministry focus in the student staff members.

Located on the second floor of the Scott Academic Center, the Writing Center houses a specialized library of contemporary literature and reference books for the edification of the Vanguard community.

Intercollegiate Athletics

Robert Wilson, Athletic Director

MISSION: The Intercollegiate Athletic Program 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 academic and athletic excellence that embraces character building. Along with the specific-sports instruction, the department seeks significance by providing the student athlete with the knowledge to impact his/her world through a lifetime of service to Christ.

Vanguard University participates in intercollegiate athletic programs that include competition in thirteen sports. Women's sports include: soccer, tennis, track and field, cross-country, basketball, softball and volleyball. Men's sports include: soccer, tennis, track and field, cross country, basketball and baseball. The Athletic Department is affiliated with the Golden State Athletic Conference (GSAC) and the National Association of Intercollegiate Athletics (NAIA).

The Vanguard University Athletic Department is one of the Champions of Character Program Centers endorsed by the NAIA. The program center is founded on the five core values of respect, responsibility, integrity, servant leadership and sportsmanship. One goal of the program center is to provide application models for coaches, student athletes, fans, parents, and game officials: application models that can be taught in practice and modeled in competition. These models enable coaches and athletic personnel to intentionally teach and build teams of character.

Vanguard University has coaches that are certified Champions of Character instructors plus student athletes trained, engaged, and equipped to provide character base presentations for any school, team, youth organization, or business organization in the community.

Information Technology

Derek Densberger, Chief Technology Officer

MISSION: The Information Technology (IT) department is a service-oriented office dedicated to providing technical resources and assistance to the VU community. The IT department impacts the future growth and progress of the institution by maintaining and upgrading current technological resources as well as introducing new technology and training to advance learning, instruction, and productivity.

The IT Department maintains a sophisticated campus network infrastructure with a gigabit fiber optic backbone and wireless capability throughout the resident and non-resident areas of the campus. All dorm rooms are equipped with data ports (most rooms have at least two ports; students may provide their own ethernet switches—ROUTERS AND WIRELESS ROUTERS ARE NOT PERMITTED). In order for students to access the VU network from their dorm room, they must provide their own personal computer, including a professionally installed Ethernet card and CAT5 ethernet cable. Detailed packets with instructions outlining how to configure personal systems to connect to the VU network are provided.

The campus phone system is also maintained by the IT Department. Students must set up an individual phone account with Resicom in order to make off-campus phone calls. Questions regarding student phone accounts should be directed to Resicom at 1-800-853-1030 or by e-mail to service@resicomcorp.com. Voice mail boxes are available to students living in the campus dormitories; instructions for usage will be provided.

Every student will receive a login to the campus network. VU E-mail address will also be issued to each student. By enrolling at Vanguard, students agree to be bound by the "Student Guidelines for Computer Usage" as outlined in the Student Handbook. Failure to comply with these standards may result in the loss of computer lab and campus network computing privileges. Serious cases of misuse will be investigated by the IT Department and turned over to the Vice President of Student Affairs for further action.

Students who have questions or need assistance with any of the above items may contact the IT Help Desk at (714) 556-3610 ext. 4500 or by e-mail at HelpDesk@vanguard.edu. Additional information, updates, and instructions are available on the Vanguard Website.

ACADEMIC POLICIES

Office of the Registrar

Judy K. Hamilton, M.A., Registrar

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

The following academic policies are specific to the traditional undergraduate programs of the University. For graduate programs admissions information, see the Graduate Studies catalog section; for Child Development Program and degree completion admissions information, see the School for Professional Studies catalog section.

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 eighteen units.

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

Summer Sessions—The Summer term, 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 at the beginning 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 instructor(s) involved and Dean of the College.

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 Services Office. Late fees may 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 University 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 eighteen units per semester. Students taking less than twelve units are considered part-time. Students who are employed for more than three hours of work daily may find that twelve units is a sufficient load. Students contemplating participation in Commencement with provisional honors should consider carefully the paragraph on "Honors" that appears later in this section. Students 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 Department Chair of their major. 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, students who participate in intercollegiate athletics, and students whose extra-curricular programs dictate.

Special Class Enrollment Options

Conference Courses—Junior or Senior 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 appropriate department 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—Junior or Senior students with at least a 3.0 grade point average 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 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 core, major, or professional requirements with one exception: With the permission of the Provost, seniors maintaining a GPA of at least 3.25 may use an upper division course to meet a core curriculum requirement. A grade of "C" must be earned in order to be granted a "Pass" grade for the course. A grade of "C-" or below will result in an "F" grade recorded on the transcript. A grade of "P" does not affect the grade point average, but a grade of "F" does. 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 VU campus as distinct from extension, correspondence, or other special courses.

Cross Registration Between Traditional Degree Programs 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 the Dean. The Dean may grant approval in highly unusual circumstances, such as a course is needed by a senior level student for graduation in his/her final semester.
3. Students must possess a cumulative GPA of 3.0 or higher.
4. Students must have at least 88 cumulative units (i.e., senior status).
5. Students may not cross-register for courses they have previously failed.
6. Students may not "cross-register" for more than six cumulative units.
7. Students will be enrolled in SPS Degree Programs as "students at large" (not eligible for Financial Aid).
8. Students will pay the prevailing SPS Degree Programs tuition rate.
9. 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 VU may enroll concurrently in classes in VU'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 the Dean.
3. Students will be enrolled in the College as "students at large" (not eligible for Financial Aid).
4. Students will pay the prevailing traditional undergraduate 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 Undergraduate Studies Committee. Some academic 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, department chair, and study abroad personnel for counsel on either Vanguard or off-campus study abroad programs. Please see the "Off-Campus Study Programs" section of this Catalog for more detailed information on study abroad programs offered through VU. Students wishing to study abroad through an institution other than Vanguard should contact the Office of the Registrar for appropriate paperwork and approval.

Veterans Benefits

Vanguard University is approved for training of veterans and eligible persons under the provisions of Title 38, United States Code. Upon acceptance into the University, individuals eligible for veterans benefits may apply for benefits through the Office of the Registrar. The veteran 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. Veterans pursuing a baccalaureate degree will be awarded one physical education unit (to a maximum of 8 units) for every six months of active service completed, provided that an honorable discharge was received. The Office of the Registrar, on an individual basis, grants any additional credit. Students receiving Veterans benefits will be put on Probation if their cumulative GPA drops below the graduation requirement for the program being attended as outlined below.

2.00 ("C" average) B.A. or B.S. degree
2.67 ("B-" average) M.T.S. degree
3.00 ("B" average) M.A., M.S., or M.B.A. degree

Probationary status will continue until the student has raised his/her cumulative GPA to the minimum requirement. An individual will have his/her veterans benefits terminated if he/she remains on Probation for two consecutive semesters.

Credit by Testing and Extension

Vanguard University grants a maximum of twenty-four units from Advanced Placement (AP), College Level Examination Program (CLEP), International Baccalaureate (I.B.), other testing organizations, or from non-VU extension and correspondence programs. VU grants credit to students who receive a grade of "3" or higher on tests administered in the AP program of the College Entrance Examination Board. Credit for exams taken through CLEP will be awarded based on recommendations by CLEP and the appropriate department. Typically a minimum score of 50 is required. VU grants credit to students who receive a score of "4" or higher on the higher-level exams in the I.B. program. Work taken through any regionally accredited extension, online, or correspondence program may be recognized for fulfilling graduation requirements.

Change of Class Schedule

Students are responsible for the individual program they select upon registration. Changes may be made online during designated Online Registration time periods, and thereafter must be made by the filing of an add/drop form in the Office of the Registrar. A class dropped during the first four full weeks of the semester 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 "WF" unless the professor, aware of extenuating circumstances beyond the control of the student, is willing to grant a "WP"; 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 and the Dean.

For those courses that are offered on an unusual calendar, withdrawals received in the Office of the Registrar 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 Office of the Registrar 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 Office of the Registrar during regular business hours prior to the last class hour session will receive a grade of "WF" unless the professor, aware of extenuating circumstances beyond the control of the student, is willing to grant a "WP."

Leave of Absence Policy

The Leave of Absence Policy applies to those students who wish to leave Vanguard University for a semester to participate in a study abroad program, internship, practicum, or due to circumstances beyond their control need time off (i.e., sickness, care of ill parent, etc.). This policy does not apply to those students who wish to attend another institution, or simply take a semester off. Leave of Absences are typically for one semester, but may be given for up to one academic year. In order for students to qualify they must be in good academic standing, and apply in advance of the time period they wish to be on leave-of-absence. This is not intended for students wishing to withdraw during the current semester. Applications for Leave-of-Absence may be picked up in the Office of the Registrar or downloaded from the VU website. A Leave of Absence fee may be required.

Withdrawal from the University

To withdraw officially from the University during the semester, a student is required to complete the following procedure:

1. Procure a withdrawal form from the Office of the Registrar or download the form from the website.
2. Complete the form, including the required signatures.
3. Return the completed form to the Office of the Registrar.

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	Good	3.00
B-		2.67
C+		2.33
C	Satisfactory	2.00
C-		1.67
D+		1.33
D	Poor	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, et cetera. 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 VU.

Incomplete Grades

Faculty may assign a grade of "I" (Incomplete) to students when they warrant additional time to complete coursework due to situations beyond their control (i.e. serious illness, accident, or death of a family member). They may only be awarded when the student's grade would have otherwise been an "F". Incomplete work must be made up no later than six calendar weeks following the last day of the term (or other academic session). If the work is not made up by this time a grade of "F" will automatically be assigned. Extensions to the six week limitation are made only with the approval of the Dean. Instructors are under no obligation to assign an Incomplete grade or to administer a make-up exam.

Grade Change Policy

Grades submitted by faculty to the Office of the Registrar are considered final. Students who believe a grade was assigned in error must contact the instructor of the course to review his/her records. Submission of a grade change to the Office of the Registrar can be made by the faculty member no later than two semesters following the term in which the grade was originally assigned. Requests for exceptions to this policy must be made to the Provost.

Course Repeat Policy

Academic courses offered at VUSC are not repeatable unless specifically noted in the catalog. Those students who wish to retake a course due to a low or failing grade are permitted to register again for the same course during any given semester. All grades will appear on the student's permanent academic record (transcript). When a course is repeated, both grades will remain on the transcript, but only the higher grade is computed in the grade point average. In the case that both grades are the same, only the most recent grade will be included in the G.P.A.

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 instructor.

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

"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. Students on academic probation may not register for more than twelve units excluding physical 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.

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). This designation will remain on the transcript unless the student receives a change of grade prior to the end of the withdrawal period of the following semester.

Academic probation will continue for the student until the current and cumulative GPA's are raised to 2.0.

Academic Disqualification

A student is academically disqualified when there are two consecutive semesters of current or cumulative GPA below "C" (2.0). Students academically disqualified are precluded from further enrollment unless, in the judgment of the faculty advisor, the Dean, and the Provost, significant academic improvement has been made in the last probationary semester. A disqualified student may appeal for re-entry by petition.

Honors

The Academic Honors list, published at the end of each semester, honors all degree-seeking students with twelve or more units who have earned a GPA of 3.5 or above for that semester.

Students who have completed, by the end of the fall semester, no less than 36 units (bearing letter grades) at Vanguard may apply to participate with provisional

honors in the Commencement ceremonies ahead of actual completion of all courses required for graduation. Students official honors, however, will be based upon their GPA at the completion of all coursework required for graduation and will be indicated on the permanent transcript and on the diploma. Students must complete a minimum of 45 units at Vanguard to have honors recorded on their transcript and diploma. Students who have maintained a cumulative GPA of 3.500—3.699 will graduate cum laude. Those achieving a GPA of 3.700—3.899 will graduate magna cum laude. The level of summa cum laude will apply to an average of 3.900 and above.

Student Honor Societies

Student honor societies exist to recognize superior academic performance, provide academic enrichment to the Vanguard community, and to provide opportunity for students to gain greater exposure to academic disciplines. Undergraduate students may be accepted into the University's chapter of the following honor societies:

Alpha Zeta	Sociology
Lambda Alpha	Anthropology
Lambda Pi Eta	Communication
Phi Alpha Theta	History
Pi Sigma Alpha	Political Science
Psi Chi	Psychology
Sigma Tau Delta	English

Degree Requirements

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

1. A minimum of 124 units and a cumulative grade point average of 2.0. A minimum of forty units must be upper division work, and twenty-four units must be taken in residence at VU.
2. A minimum of twenty-four of the last thirty units must be earned at VU.
3. A major in a department must be completed as prescribed by the catalog. At least one-half of the major must be completed at VU.
4. 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.
5. An Application for Graduation must be filed in the Office of the Registrar. See "Application to Graduate" for more information.
6. Students must complete the core curriculum program of fifty-two – fifty-four units.

Application to Graduate

Students nearing completion of all requirements for their degree must submit an Application for Graduation no later than the second week of the semester in which they intend to complete. The Application should be submitted to the department of their major who will then forward it on to the Office of the Registrar A late fee may be assessed to Applications received after this time. The Application will be reviewed by the Office of the Registrar and the student will be notified of their clearance to graduate and participate in Commencement ceremonies. Traditional undergraduate students may only participate in Commencement ceremonies in May if they have no more than 4 units outstanding to complete their degree. These units must be completed in the summer immediately following the Commencement ceremonies in which they participate.

Release of Student Records

A student may not graduate, nor receive any diploma, 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, transcripts, or letters of recommendation shall be retained by the University until all such obligations are satisfied. Release of any such student records prior to or subsequent to any default by the debtor shall not be considered a binding precedent or modification of this policy.

Students who have left the University without completing their degree may reactivate their academic file in order to ascertain those requirements that remain unfulfilled. They may do so by submitting a "Request to Reactivate Student Record" form to the Office of the Registrar. A fee will be due and payable at the

time of the request if more than one academic year has passed since the date of last attendance at Vanguard. The file will be considered open for one calendar year from the time of reactivation.

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 VU in the final semester in which graduation requirements are to be met and an "Application for Graduation" must be submitted to the Office of the Registrar no later than the beginning of the semester in which graduation is anticipated.

Students may complete a second major at VU 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 for a second time.

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 Graduate Program in Education, Department 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 department chair or the Dean.
Formal declaration of a major or a change of major is made by filing a "Change or Declaration of Major" form in the Office of the Registrar.

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 department. Minors are not formally declared in the Office of the Registrar until the student applies to graduate.

Appeals Procedure

A student seeking a variance from any stated academic policy should consult with the department of the course/policy in questions. Academic Petitions may be picked up in the Office of the Registrar.

PLAGIARISM POLICY

[Adapted (with permission: 6.13.2006) from the Westmont College Plagiarism Policy]

Preamble

> Vanguard University is a community of Christian scholars. When students join our college community, they are expected, as apprentice scholars, to search for truth with integrity and accuracy. This quest requires humility about our abilities, respect for the ideas of others, and originality in our thinking. Since Vanguard University is a Christian community, the integrity of our scholarship is rooted in the integrity of our faith. We seek to be followers of Christ in the classroom, in the library, and at the privacy of our computers. For both scholarly and spiritual reasons, then, plagiarism and all other forms of academic dishonesty are not to be pursued in the Vanguard community.

In a scholarly and Christian community, each of us has a responsibility to encourage others to maintain their commitment to academic honesty. Faculty have a responsibility to educate students about refraining from academic dishonesty—in particular, plagiarism. Faculty should teach what plagiarism is, how to avoid it, and what the consequences of plagiarism are. In addition, as part of their evaluation of student assignments, they should check for evidence of plagiarism. If evidence is discovered, faculty should confront the student, apply the appropriate consequences, and report the incident to the Provost.

Students have a responsibility to understand plagiarism and to learn how to avoid it. They should refuse to allow fellow students "to borrow" or to use an assignment without proper citation, encourage fellow students to do their own work, and refrain from completing assignments for their fellow students. If a student helps another plagiarize in these or other ways, he or she is equally guilty of academic dishonesty.

Definitions

To plagiarize is to present someone else's work—his or her words, line of thought, or organizational structure—as our own. This occurs when sources are not cited properly, or when permission is not obtained from the original author to use his or her work. By not acknowledging the sources that are used in our work, we are wrongfully taking material that is not our own. Plagiarism is thus an insidious and disruptive form of dishonesty. It violates relationships with known classmates and professors, and it violates the legal rights of people we may never meet. Another person's "work" can take many forms: printed or electronic copies of computer programs, musical compositions, drawings, paintings, oral presentations, papers, essays, articles or chapters, statistical data, tables or figures, etc. In short, if any information that can be considered the intellectual property of another is used without acknowledging the original source properly, this is plagiarism.

1. **Minimal plagiarism** is defined as doing any of the following without attribution:
   a. inserting verbatim phrases of 2-3 distinctive words.
   b. substituting synonyms into the original sentence rather than rewriting the complete sentence.
   c. reordering the clauses of a sentence.
   d. imitating the sentence, paragraph, or organizational structure, or writing style of a source.
   e. using a source's line of logic, thesis or ideas.

2. **Substantial plagiarism** is defined as doing any of the following without attribution:
   a. inserting verbatim sentences or longer passages from a source.
   b. combining paraphrasing with verbatim sentences to create a paragraph or more of text.
   c. repeatedly and pervasively engaging in minimal plagiarism.

3. **Complete plagiarism** is defined as doing any of the following without attribution:
   a. submitting or presenting someone's complete published or unpublished work (paper, article, or chapter).
   b. submitting another student's work for an assignment, with or without that person's knowledge or consent.
   c. using information from a campus file of old assignments.
   d. downloading a term paper from a web site.
   e. buying a term paper from a mail order company or web site.
   f. reusing or modifying a previously submitted paper (e.g., from another course) for a present assignment without obtaining prior approval from the instructors involved.

Consequences

Minimal plagiarism. When instances of minimal plagiarism are detected, the instructor can use these situations as an educational opportunity to discuss with the student the nature of plagiarism and the values of a scholarly, Christian community. At the professor's discretion, assignments may be rewritten and resubmitted, with or without a grade penalty. Repeated instances of minimal plagiarism may, at the professor's discretion, be treated as substantial plagiarism. If the

professor plans to exercise his or her discretion in cases of minimal plagiarism, procedures and consequences should be clearly described in the course syllabus.

Substantial plagiarism. For a first offense, the student typically receives a failing grade on the assignment that has been plagiarized, and a Report of Plagiarism (see Appendix D) is submitted to the Provost's Office. For a second offense, the student typically receives a failing grade in the course, and a Report of Plagiarism is submitted to the Provost's Office. For a third offense. the student should be recommended for expulsion from the University. Action is taken at the discretion of the Provost.

Complete plagiarism. For a first offense, the student typically receives a failing grade in the course, and Report of Plagiarism (see Appendix D) is submitted to the Provost's Office. For a second offense, the student is typically expelled from the college. Action is taken at the discretion of the Provost.

DIVERSITY/MULTICULTURAL EXPOSURE COURSE REQUIREMENT

It is the desire of the University to increase student understanding of the world's diversity as an essential component of the educational process. Thus, the diversity/multicultural exposure course requirement in the curriculum aims to increase awareness of the richness and variety of contributions to society, culture, and knowledge without respect to race or gender. Diversity/multicultural exposure courses thus consider: (1) the concerns and contributions of women and minorities (as defined by race, ethnicity, religious, or national orientations), and (2) a national need for more tolerant cooperation within a complex and increasingly interdependent global community. Furthermore, as a community of Christians, (3) equipping all students to fulfill the mandate of enabling reconciliation and extending mercy in the name of Jesus Christ.

Learning Outcomes:

The university expects its students to excel in three diversity learning outcomes:

- Self-Examination: Examine one's own attitudes, values, and assumptions and examine their impact.
- Personal Engagement: Engages others with civility, empathy, honesty and responsibility with awareness of equity issues such as power dynamics and social privilege in these interactions.
- SOCIAL ENGAGEMENT: Challenges past, present and future discrimination and privilege of individuals, societies, groups and institutions.

Broad Scope and Flexibility

The diversity/multicultural exposure requirement can be fulfilled with either:

- Three (3) units of Diversity Focused (DF) courses, or
- Twelve (12) units of Diversity Enhanced (DE) courses.

Diversity Focused (DF) courses are wholly centered on matters related to either gender, race, ethnicity, religion, lifestyle, and/or global perspectives. The subject matter is identified in the syllabus as such, and the course title often reflects the content as "diversity focused."

Diversity Enhanced (DE) courses devote at least one-quarter of their content and time to diversity topics.

The requirement guarantees that every student who takes at least one DF, or a series of DE courses, will have exposure(s) that promote(s) greater understanding of some aspect of the many cultural, gender, or other diversities which characterize the modern world.

The following are approved Diversity Focused (DF) courses:*

ANTH 102C	Introduction to Cultural Anthropology (3 units)
ANTH/ICST 320	Social and Culture Cultural Change (3 units)

ANTH 322	Ethnographic Perspectives
ANTH 333	Gender, Culture, and Society (3 units)
ANTH/SOCI 343	Class, Race, Ethnicity, and Gender (3 units)
ANTH/ICST 358	Primal and World Religions (3 units)
ANTH 440	Culture, Personality, and the Individual (3 units)
ANTH 450	Anthropology Teaching Internship (3-4 units)
ANTH/ENGL/SPAN 453	Language, Culture, and Linguistics (3 units)
ANTH 460	Field Practicum/Field Work (2-4 units)
ANTH 480	Individual Studies (1-3 units)
COMM 376	Interracial Communication (3 units)
EDUC 315	Teaching in a Multicultural Setting (3 units)
ENGL 431C	Survey of World Literature I (3 units)
ENGL 432C	Survey of World Literature II (3 units)
ENGL 444	Culture Focus (3 units)
HIST 203C	World Civilizations I (3 units)
HIST 204C	World Civilizations II (3 units)
HIST 317	Modern China (3 units)
HIST 320	African-American History (3 units)
HIST 330	History of East Asia (3 units)
HIST 360	Women in American History (3 units)
HIST 456	History and Geography of California (3 units)
ICST/CFST/PLST/YLST 102	Introduction to Intercultural Studies (2 units)
ICST/COMM 345	Intercultural Communication (3 units)
ICST/SPAN 428	Contemporary Issues in Latin American Countries (3 units)
PSYC 331	Diversity Issues in the Helping Professions (3 units)
SOCI 333	Sociology of Women (3 units)

The following are approved Diversity Enhanced (DE) courses:*

ENGL 300C	Literary Perspectives (3 units)
ENGL 310	Survey of American Literature I (3 units)
ENGL 311	Survey of American Literature II (3 units)
ICST 315	Globalization of Church Mission (3 units)
ICST 454	Principles and Methods of Intercultural Ministry (3 units)
KINE 231	Global Games and Recreation Activities (2 units)

*Some special topic or seminar courses (291, 292, 293, 470 and 490) may fulfill the diversity/multicultural exposure course requirement. Consult the Office of the Registrar regarding fulfillment of this requirement with other courses than those listed above.

OFF CAMPUS STUDY PROGRAMS

Vanguard University Sponsored Study Abroad

CINCEL Semester Abroad Program

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 accustomed 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 Chair 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. Students must have completed the intermediate level (SPAN 203-204) or the equivalent.

CINCEL Courses (8, 16 units)

(Note: The lesser unit values refer to courses in the 8-week summer trimester (for students pursuing the Minor in Spanish).

SPAN 380	CINCEL Semester Abroad	1 unit
SPAN 382	Spanish Grammar, CINCEL	2, 5 units
SPAN 384	Spanish Conversation, CINCEL	2, 4 units
SPAN 386	Spanish Phonetics, CINCEL	2, 4 units
SPAN 388	Spanish Practicum, CINCEL	1, 2 units

Advanced students, if recommended by CINCEL, may take one or more of the following courses:

SPAN 481	Literature of Latin America, CINCEL	2 units
SPAN 483	Composition, CINCEL	2 units
SPAN 485	Translation, CINCEL	2 units

Additional Coursework at CINCEL

Any student desiring to take extra units of study while at CINCEL must receive written approval in advance from the Spanish Department, and have academic and financial registration completed for the units before going to CINCEL. To be counted as Spanish units, such extra units must be taught in Spanish with Spanish readings, and not novels in English translation, for example.

Vanguard European Study Program Abroad (VESPA)

This program focuses on academics in the European setting. Regular courses and class schedules, along with assignments, readings and papers, are conducted throughout the course of the traditional sixteen-week semester, but modified for a more participative approach. The courses are oriented toward students seeking exposure to the global community. Guest lecturers from local universities and corporations are invited to speak to students. Visits to businesses, museums and national treasures in eight European countries round out the experience for those sophomores, juniors and seniors selected to participate.

Council for Christian Colleges & Universities Study Programs

The Council for Christian Colleges & Universities (CCCU), an association of 105 institutions in the United States and Canada, offers a number of semester and summer programs to students of its member institutions. Students of Vanguard University are eligible to participate in any of the study programs offered by the CCCU including: the American Studies Program conducted in Washington D.C., the Australia Studies Centre, the China Studies Program, the Latin American Studies Program, the Los Angeles Film Studies Program, the Middle East Studies Program, the Russian Studies Program, the Oxford Summer Program, the Scholars' Semester in Oxford, the Summer Institute of Journalism, Uganda Studies Program, and the Washington Journalism Center in Washington D.C. These interdisciplinary learning opportunities are available to students with Junior or Senior standing. Students are required to take at least 16 units during their semester abroad and should consult with their academic advisors to see how the study abroad coursework fits with their academic program. Listed below are the courses available in each of the CCCU programs. For more detailed information about any of these programs visit the CCCU website at www.bestsemester.com. Students can also receive more information from the Associate Provost.

American Studies Program Courses (15-16 units)

AS 320 • American Studies Internship (6 units)
AS 325 Topics in Vocational Leadership (3 units)
AS 330 Topics in National Affairs **OR**
AS 335 Topics in Leadership and Management (3 units)
AS 345 Topics in International Affairs and Globalization (3 units)
Optional:
AS 350 Mentorship (1 unit)

Australia Studies Center Courses (15-16 units)

ASC 400 • Australian History, Culture, Society
ASC 470 • Electives (4 courses)

China Studies Program Courses (16-17 units)
Required courses (9 units):
CSP 405 Chinese History
CSP 410 Intercultural Comm
CSP 415 Contemporary Society: Public Policy & Econ Dev
Choose a concentration:
China Studies (7-8 units):
CSP 400 Chinese I (3 units)
CSP 402 Chinese II (3 units) *or* CSP 420 Eastern Philosophies (3 units)
CSP 240 Tai Chi (1 unit) and/or CSP 255 Chinese Art (1 unit)
Business (8 units):
CSP 400 Chinese I (2 units)
CSP 430 International Business in China (3 units)
CSP 425 Business Internship (3 units)

Contemporary Music Center Courses (16 units)
Required courses (7 units):
CMC 400 • Faith, Music, and Culture
CMC 405 • Inside the Music Industry
CMC 410 • Practicum
Choose one track:
Artist Track (9 units):
CMC 415 • Essentials of Song Writing
CMC 420 • Studio Recording
CMC 425 • Performance
Executive Track (9 units):
CMC 430 • Artist Management
CMC 435 • Artists and Repertoire
CMC 440: Music, Marketing, and Sales

Latin American Studies Program Courses (16-18 units)
Required courses (10-12 units):
LASP 400 • Spanish Language Study
LASP 420 • Latin American History, Issues, Perspectives
LASP 425 • Travel Practicum
Concentration: Choose one: (6 units)
LASP 430A, B • Latin American Studies
LASP 435A, B • Advanced Language and Literature
LASP 440A, B • International Business: Management and Marketing
LASP 445A, B • Environmental Science

Los Angeles Film Studies Center Courses (LAFSC)

Students earn 16 semester hours of credit. **(For courses, see Department of Communication.)**

Middle East Studies Program Courses (16 units)
MESP 400 • Intro to Arabic Language
MESP 405 • Islamic Thought and Practice
MESP 410 • Conflict and Change in the Middle East
MESP 415 • Peoples and Culture in the Middle East

Oxford Summer Program Courses (5 units)
OSP 400 • Lecture Series/Field Seminar
OSP 470 • Topical Seminar

Russian Studies Program Courses (16 units)
RSP 400 • Russian Language
RSP 405 • International Relations/Business*
RSP 410 • History and Sociology of Religion
RSP 415 • Russian Peoples, Culture, & Literature
RSP 420 • Russia in Transition
**Only taken if student takes Russian Language for 4 units*

The Scholar's Semester in Oxford Courses (17 units)
OHP 405 • Integrative Seminar
OHP 410 • Primary Tutorial
OHP 415 • Secondary Tutorial
OHP 420 British Landscape

Summer Institute of Journalism Courses (4 units)
SIJ 400 • Seminar/Practicum in News-Gathering

Uganda Studies Program Courses (16 units)
Required course: (4 units)
USP 400 • Faith/Practicum in the Uganda Context
Flexible core courses – 2 required: (6 units)
USP 405 • Religions of Africa
USP 420 Introduction to Christian Missions and Contemporary Missiology
USP 425 African Literature
USP 430 East African History
USP 435 East African Politics
Electives: (6 units)
USP 470 • Electives

Washington Journalism Center Courses (16 units)
WJC 400 • Foundations for Media Involvement
WJC 405 • Reporting in Washington
WJC 410 • Washington, News & Public Discourse
WJC 450 • Internship

Additional Study Abroad Opportunities

In addition to the Vanguard University sponsored and CCCU opportunities, there are many opportunities for study abroad available through other academic institutions. For additional options, please consult Dr. Michael Wilson, study abroad advisor. Students should consult with their academic advisors to see how any program they are considering fits with their academic program.

THE CORE CURRICULUM

John R. M. Wilson, Ph.D., Chair

MISSION: The mission of the core curriculum is to provide an integrative four-year learning experience for all matriculants. The cornerstone course starting the freshman year lays out a framework for new students to help them understand the concept of a liberal arts education and the role of a Christian university in integrating faith and learning. Along with the senior capstone course, it provides a vehicle for pre- and post-testing to assess intellectual growth, value strengthening, and spiritual development. The capstone course stimulates a summative integration of the student's faith with the discipline's intellectual material. The core challenges students to examine and develop their beliefs and strengthen their intellectual skills. Its goal is that Vanguard graduates will bear a distinctive stamp reflective of their common experience.

Rationale for the Core Curriculum

The College is committed to a broad education in the liberal arts, an objective requiring study in a variety of academic disciplines that 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: intellectual engagement, spiritual formation, professional excellence, aesthetic expression, responsible stewardship, and sociocultural responsiveness. Therefore, the 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 their own and 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.

Core Curriculum Course Requirements, Year by Year — 52 units

Freshmen — 24 or 26 units

ENGL 120C	Persuasive Writing	3 units
KINE 145C	Lifetime Fitness and Wellness (Lecture/Lab)	1 unit
KINE 146C	Lifetime Fitness and Wellness (Activity)	1 unit
NT 101C	New Testament Survey	3 units
Take the appropriate course: :		1 or 3 units
CORE 100C	Cornerstone Fall semester;	1 unit
CORE 101C	College Learning Concepts	3 units
CORE 102C	Writing Intensive Cornerstone	3 units
Choose 1 of the following courses:[1]		3 units
MATH 145C	Data Analysis	
MATH 165C[2]	Scientific Statistics	
MATH/PSYC/ SOCS 265C[3]	Introduction to Statistics	
BUSN 165C[4]	Business Statistics	
Choose 1 of the following courses:[5]		3 units
THEO 101C	Foundations of Christian Life	
THEO 103C	Introduction to Theology	
Choose 1 of the following courses:		3 units
HIST 156C	United States History	
POLS 155C	United States Government	
Choose 2 of the following 3 courses:		6 units
ANTH 102C	Introduction to Cultural Anthropology	
PSYC 103C	General Psychology	
SOCI 100C	Introduction to Sociology	

Sophomores — 19 units

COMM 201C	Speech Composition and Presentation	3 units
ENGL 220C	Researched Writing	3 units
NSCI 210C/CL[6]	The Empirical World or other lab science[7]	4 units
OT 201C	Old Testament Survey	3 units
Choose 1 of the following courses:		3 units
HIST 203C	World Civilization I	
HIST 204C	World Civilization II	
Choose 1 of the following courses:		3 units
THEA 102C	Introduction to Acting for Non-Majors	
FINA 215C	Introduction to the Arts	
ART 252C	History and Appreciation of Art	
MUSC 202C[8]	Introduction to Music	
THEA 200C[9]	Introduction to Theatre	
THEA 202C	History of Theatre I	
THEA 204C	History of Theatre II	

Juniors — 6 units

THEO 300C	Developing a Christian World View	3 units
Choose 1 of the following courses:[10]		3 units
ENGL 300C	Literary Perspectives	
ENGL 312[11]	American Diversity	
ENGL 431C[11]	World Literature I	
ENGL 432C[11]	World Literature II	

Seniors — 3 units

CHIS 400C	Christian Heritage	3 units
Capstone course taken within major[12]		3 units

[1] Students majoring in Mathematics are exempt from taking the core curriculum requirement in mathematics.

[2] Students majoring in Biology or Chemistry must take MATH 165C to fulfill the core curriculum requirement in mathematics.

[3] Students majoring in Anthropology, Communication, Psychology, or Sociology must take MATH/PSYC/SOCS 265C to fulfill the core curriculum requirement in mathematics.

[4] Students majoring in Business must take BUSN 165C to fulfill the core curriculum requirement in mathematics.

[5] Students majoring in Religion (any concentration) must take THEO 103C to fulfill the core curriculum requirement in theology.

[6] Students majoring in Biology, Chemistry or Liberal Studies are exempt from taking NSCI 210C/CL.

[7] Lab sciences that would satisfy this requirement:

PSCI 130	Introduction to Physics	4 units
PSCI 215	Fundamentals of Earth Science	4 units
PSCI 216	Fundamentals of Physical Science	4 units
PSCI 223	Mechanics and Heat	4 units
BIOL 210	Fundamentals of Biology	4 units
CHEM 211	Environmental Chemistry	4 units

[8] Music majors may not take MUSC 202C to fulfill the core curriculum requirement in fine arts.

[9] Theatre majors may not take THEA 200C to fulfill the core curriculum requirement in fine arts.

[10] Students majoring in English are exempt from taking the core curriculum requirement in English.

[11] ENGL 312C, ENGL 431C and ENGL 432C are not recommended to fulfill the core curriculum requirement in literature for non-English majors or students with a limited background in literature.

[12] The units for the Capstone Course are integrated into the student's major requirements.

Core Curriculum Courses

Freshman Level

CORE 100C • Cornerstone (1 unit)
This course is open to Freshmen only. Introduction to university life and learning, and to the academic and social skills needed for success. May include social outings, community service component, and is to be taken in conjunction with an approved freshman-level course that will apply some of the course lessons. A failing grade must be made up prior to advancement to the Sophomore level.

CORE 101C • College Learning Concepts (3 units)
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.

CORE 102C • Writing Intensive Cornerstone (3 units)
This course is open to Freshmen only. A writing-intensive introduction to university life and learning, and to the academic and social skills needed for success. Includes instruction in basic reading and writing skills with a diversity-rich curriculum, social outings, and a community service component. A failing grade must be made up prior to advancement to the Sophomore level. Students will be placed into this course with a 450 or lower SAT Verbal score or a 17 ACT score or lower. Students without SAT/ACT scores are required to take the First-Year Language Assessment during Orientation Week. This course must be taken prior to ENGL 120C, and both this course and ENGL 120C must be passed before a student can take ENGL 220C.

ANTH 102C • Introduction to Cultural Anthropology (3 units)
The study of culture emphasizing culture's origins and processes. Concepts and theories about culture that apply to life in both developing and developed societies with the aim of solving human problems. Lab fee.

BUSN 165C • Business Statistics (3 units)
Emphasizes the use of statistics in making business decisions. Utilizes business cases to explore data collection and presentation, descriptive measures, probability, discrete and normal distributions, sampling, hypothesis testing, analysis of variance, chi square, regression, and correlation. Required for business majors. Satisfies the core curriculum math requirement.

ENGL 120C • Persuasive Writing (3 units)
Exposition and argument at the college level. The course emphasizes writing, revising and editing, reading, research skills, and mechanics. Course must be passed with a "C" (not "C-") or better to enroll in ENGL 220C. Students with a 570 Verbal SAT score of 570 or higher or an ACT score of 28 or higher may place out of this course into ENGL 220C.

KINE 145C • Lifetime Fitness and Wellness – Lecture/Lab (1 unit)
Students will gain an understanding of physical conditioning and wellness pertaining to the five components of health-related fitness. Students will develop an understanding of lifestyle related diseases and behavior modification techniques. In addition, there will be opportunities to participate in a variety of movement experiences and assessment laboratories related to fitness. It is recommended to take both lecture and activity within the same academic year.

KINE 146C • Lifetime Fitness and Wellness - Activity (1 unit)
Course may include any of the following topics: conditioning, exercise and nutrition, weight lifting, creative aerobics, badminton, beginning/intermediate tennis, racquetball, bowling, golf, bicycling, disk activities, volleyball, basketball, soccer, softball, baseball, beginning/advanced taekwondo, surfing, hip-hop/funk, swing dance, core strengthening, kickboxing or other special topics of physical activity. Activity course meets the core activity requirement. Activity course may also be repeated for elective credit. Lab fee for some courses.

HIST 156C • United States History (3 units)
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 nation, and gain insight into the similarities and differences of people of different times, classes, and ethnicity.

MATH 145C • Data Analysis (3 units)
Prerequisite: Two years of high school math (including algebra) or consent of the instructor. The use of mathematics as a thinking and problem-solving tool, emphasizing data interpretation, graphs, tables, statistical arguments, probability, statistics, and the use and misuse of numbers. Spreadsheet applications include variables, conditionals, and statistical functions. Students majoring in Mathematics are exempt from taking the core curriculum requirement in mathematics.

MATH 165C • Scientific Statistics (3 units)
Prerequisite: Two years of high school algebra. This course is designed to cover areas of statistics relevant to experimental scientific investigation including sampling theory, basic variance statistics, linear, non-linear and multiple regressions with a comparison of measures of best fit, and basic statistical hypothesis testing. Advanced topics of curve fitting via parameter optimization in three or more dimensions, weighted curve fitting, ANOVA, and factor analysis will be introduced. This course will use Microsoft Excel exclusively. Course content will meet the basic needs of both science and mathematics students.

NT 101C • New Testament Survey (3 units)
Prerequisite to all upper division courses in New Testament. A close study of the New Testament text, examining the foundations of Christianity within its historical contexts, and presenting the principles and tools of interpretation.

POLS 155C • United States Government (3 units)
Designed to acquaint the student with the United States political system, including constitutional developments of the United States and of California, and stimulate reflection on the intersection of Christianity and citizenship.

PSYC 103C • General Psychology (3 units)
Prerequisite to all other psychology courses. This course explores the fundamental issues of psychology, including research in psychology, biological influences on development and behavior, learning and memory, motivation, personality, psychological disorders, psychological interventions, and social behavior.

SOCI 100C • Introduction to Sociology (3 units)
An introduction to the study of society, considering the fundamental concepts of sociology in each of three great areas: social structure, social processes, and social problems. Sociology deals with the way individuals, groups, and institutions are related to one another.

THEO 101C • Foundations of Christian Life (3 units)
An introduction to Christian faith and life, embracing the primary theological tenets and fundamental values that empower a Christian to address contemporary cultural issues, seek integrity in personal behavior, and respond to the great commission to reach the world.

THEO 103C • Introduction to Theology (3 units)
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. Students majoring in Religion (any concentration) must take THEO 103C to fulfill the core curriculum requirement in theology.

Sophomore Level

ART 252C • History and Appreciation of Art (3 units)
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.

COMM 201C • Speech Composition and Presentation (3 units)
This course is designed to provide the student with a general working knowledge of the fundamentals of speech communication. General requirements for speech preparation, composition and presentation will be covered. A foundation will be established upon which further speech development may transpire. Lab fee.

ENGL 220C • Researched Writing (3 units)
Prerequisites: ENGL 120C and, when required, a passing grade in ENGL 111. Interpretive and analytic writing, including several problem-solving research-based papers investigating topics related to class themes. The course emphasizes writing, revising and editing, reading, analytical skills, and computer technology (word processing, Internet research) and reinforces those skills learned in ENGL 120C. Taught in the computer lab. Must be passed with a "C" (not "C-") or better to fulfill the core curriculum requirement. Students may receive credit for English 220C by taking research and writing courses offered by departments other than English that meet standards set and approved by the Core Curriculum Committee.

FINA 215C • Introduction to the Arts (3 units)
A study of the stylistic character, interrelationship and cultural significance of music, painting, sculpture, and architecture from antiquity to the present. A course fee covers the expense of field trips to art museums and concerts.

HIST 203C, 204C • World Civilizations I, II (3, 3 units)
Emphasizes the development of the basic ideas, institutions, individuals, and the outstanding cultural, economic, political, and social movements that have shaped humanity from ancient times. The course divides in 1648. Students may take either course to fulfill the core curriculum requirement.

MATH/PSYC/SOCS 265C • Introduction to Statistical Methods (3 units)
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. Students majoring in Anthropology, Psychology, or Sociology must take MATH/PSYC/SOCS 265C to fulfill the core curriculum requirement in mathematics. Students majoring in Mathematics are exempt from taking the core curriculum requirement in mathematics.

MUSC 202C • Introduction to Music (3 units)
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. This course may not be used to fulfill the fine arts core curriculum requirement for Music majors. Lab fee.

NSCI 210C • The Empirical World (3 units)
Prerequisite: Sophomore standing. Co-requisite: NSCI 210CL. A course in the natural and physical sciences emphasizing man's relationship to the physical world. Relevant topics from physics, chemistry, earth science, and biology will be explored. The course will focus on contemporary issues such as the ecological,

economic and human health impacts of air and water pollution, global climate change, ozone depletion, hazardous and solid waste, alternative energy resources, soil, resource depletion, biotechnology, diet and food safety. Completion of accompanying lab (NSCI 210CL) is required to satisfy the core curriculum requirement in natural science.

NSCI 210CL • The Empirical World Laboratory (1 unit)
Prerequisite: Sophomore standing. Co-requisite: NSCI 210C. A laboratory course in the natural and physical sciences to accompany NSCI 210C emphasizing the process of problem solving using the scientific method. All laboratory experiences are under the direct supervision of the faculty and are designed to give the student hands-on experience in the study of our natural and physical environment. Where possible the laboratory experiments will be coordinated with the material being covered in lecture. The laboratory experience may include supervised field trips. Lab fee.

OT 201C • Old Testament Survey (3 units)
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, with emphasis on theological themes such as creation, election, and redemption.

THEA 200C • Introduction to the Theater (3 units)
An introduction to the study of theatre with focus on forms, genres, performance space, and the artistic principles of production, as well as the technical aspects. Selected readings, discussions, attendance at plays, and critiques of performances are required. Theatre majors may not take THEA 200C to fulfill the core curriculum requirement in fine arts.

Junior Level

ENGL 300C • Literary Perspectives (3 units)
Introduces the student to a variety of literary genres as well as diverse authors, cultures, and experiences. Students engage in classroom discussion, write papers, and take a variety of quizzes and exams. This course is designed for non-English majors and is not to be taken by English majors as a substitute for ENGL 240.

ENGL 312C • American Diversity (3 units)
A study of the 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. This course is not recommended to fulfill the core curriculum requirement in literature for non-English majors or students with a limited background in literature.

THEO 300C • Developing a Christian World View (3 units)
This course surveys the history of philosophical worldviews and life narratives as a background for understanding the challenges involved in developing a theology and ethic accountable to the biblical witness but contextual in a given culture. Theological currents leading to postmodernity will be explored through the lens provided by the questions and encounters that emerge from both western and non-western Christian perspectives.

Senior Level

CHIS 400C • Christian Heritage (3 units)
This course explores our Christian heritage, showing how the community of believers has evolved over time, from the timeless creeds developed in the early Christian era, to the split between Rome and Eastern Orthodoxy, to the Protestant Reformation and the proliferation of denominations down to the twentieth century. The recent period highlights the rise of Pentecostalism and its place in the past century, the increasingly global sweep of the Church, and the relative decline of the European role in Christianity. The last section deals with the challenges and prospects of the twenty-first century and the roles available to our students.

ENGL 431C • World Literature I (3 units)
An examination of the contours of international literature, including European, African, Asian, and Latin American literature up to the European Renaissance. This course may fulfill the core curriculum requirement in literature for non-English majors but is not recommended for students with a limited background in literature.

ENGL 432C • World Literature II (3 units)
An examination of the contours of international literature, including European, African, Asian, and Latin American literature from the European Enlightenment to the present. This course may fulfill the core curriculum requirement in literature for non-English majors but is not recommended for students with a limited background in literature.

Capstone Course (variable units) (Prefix will reflect major field)

A capstone course within the major is to encourage active reflection on the undergraduate journey and solidify the integration of faith and learning. Includes the writing of an integrative personal philosophy paper and capstone assessments of academic achievement that, paired with cornerstone assessments, will provide tangible, measurable evidence of growth during the Vanguard years.

- Accounting, Business Administration; International Business, and Marketing Majors — BUSN 455C: Business Policy and Strategy (4 units)
- Athletic Training Major — KINE 426C: Capstone Senior Seminar in Athletic Training (4 units)
- Biology Major — BIOL 499C: Capstone Seminar in Biology (2 units) and BIOL 485: Undergraduate Biological Research (1-4 units)
- Chemistry Major — CHEM 499C: Capstone Seminar in Chemistry (2 units) and CHEM 475 Intro to Chemical Research (1-2 units)
- Communication Major — COMM 464C: Media Criticism (3 units)
- Cultural Anthropology Major — ANTH 452C: Applied Anthropology (3 units)
- English Major — ENGL 499C: Capstone Seminar in English (3 units)
- History and Political Science Major — HIST 485C: Historiography (3 units)
- Kinesiology Major: Teaching/Coaching Concentration — KINE 442C: Integrating Concepts in Physical Education Capstone (3 units)
- Kinesiology Major: Pre-Physical Therapy Concentration — KINE 450C: Capstone Kinesiology Senior Project (2 units)
- Kinesiology Major: Sports Science Concentration — KINE 450C: Capstone Kinesiology Senior Project (2 units)
- Liberal Studies Major — EDUC 499C Senior Capstone Seminar (3 units)
- Mathematics Major — MATH 499C: Capstone Seminar in Mathematics (3 units)
- Music and Music and Worship Arts Majors — MUSC/PLST 406C: Music and Worship (3 units)
- Psychology Major — PSYC 477C Psychology and Christianity (3 units)
- Religion Major — THEO 499C: Theology and Ministry in a Post-Christian Context (3 units)
- Spanish Major — SPAN 499C: Capstone in Spanish (3 units)
- Sociology Major — SOCI 490C: Senior Seminar (3 units)
- Theatre Major — THEA 450C: Theatre Internship (2 units) and THEA 495C: Senior Project (2 units)

THE COLLEGE

Daniel de Roulet, Ph.D., Associate Provost and Dean

The College offers undergraduate programs to traditional (residential and commuter) undergraduate students in classroom-based , on-line, and blended formats during a two-semester academic year and in summer sessions. The College is committed to a broad education in the liberal arts—an objective requiring study in a variety of academic disciplines—and expertise in an academic major in the arts, communication, the humanities mathematics, the sciences, or the social sciences. This education supports Vanguard University's dedication to pursue knowledge, cultivate character, deepen faith, and equip each student for a life of leadership and service. Emphasis is placed on the application of an academic discipline to an integrated Christian faith and life as it is played out in vocation, service, and graduate studies.

Majors housed in the College are:

- Accounting
- Biology
- Biochemistry
- Biological Sciences
- Business Administration
- Chemistry
- Communication
- Cultural Anthropology
- English
- History and Political Science
- International Business
- Kinesiology
- Liberal Studies
- Marketing
- Mathematics
- Music
- Music and Worship Arts
- Psychology
- Religion
- Sociology
- Theater Arts

Majors typically have several options for minors, concentrations and emphases, described below and in the in each section pertaining to the respective department. The college also offers minors in Art, Pre-Law and Women's Studies, and pre-professional preparation in the sciences and mathematics. A minor petition must be filed with the Dean of the College.

Courses in art and Spanish are also taught as part of the Arts and Sciences curriculum.

MINORS IN THE COLLEGE

While minors can be taken in most academic programs, and are described in the section of the catalog describing the program, some minors are independent of academic departments and are described below.

Art Minor

Students in other academic majors can complete a minor in art. Courses in Special Topics in Art can be taken to complete the 20 credit requirement to fulfill the minor. A list of proposed courses must be filed with the minor application.

Pre-Law Studies Minor

The Pre-Law Studies minor is an interdisciplinary course of study designed to provide students a theoretical and practical introduction to the study of the law and society. The minor includes course work in law, political science, sociology, business, history, and communication. It is strongly recommended that students take advantage of the interdisciplinary nature of the minor and select electives from a variety of academic disciplines.

The minor requires a total of 21 units: six units in law, three units of communication, six units in the social sciences, and six elective units. In completing the requirements for the minor, a minimum of 12 units must be distinct and different from the units used to complete the requirements of a major. Any units above this minimum requirement which can be used to satisfy both the requirements for the minor and for the major may be double counted. General

education courses, however, may be used to meet minor requirements, not to exceed nine units.

Choose six law units from the following:

BUSN 316	Legal Aspects of the Business Process	3 units
BUSN 317	Legal and Ethical Environment	3 units
POLS 362	Constitutional Law I	3 units
POLS 364	Constitutional Law II	3 units

Choose three communication units from the following:

COMM 293	Sp Top: Intro to Parliamentary Debate	3 units
COMM 444	Argumentation and Debate	3 units

Choose six social sciences units from the following:

POLS 155C	United States Government	3 units
POLS 362	Constitutional Law I	3 units
POLS 364	Constitutional Law II	3 units
SOCI 345	Family Violence	3 units
SOCI 362	Juvenile Delinquency and Justice	3 units
SOCI 468	Law and Society	3 units

Choose six elective units from the following:

POLS 155C	United States Government	3 units
POLS 362	Constitutional Law I	3 units
POLS 364	Constitutional Law II	3 units
BUSN 316	Legal Aspects of the Business Process	3 units
BUSN 317	Legal and Ethical Environment	3 units
SOCI 345	Family Violence	3 units
SOCI 362	Juvenile Delinquency and Justice	3 units
SOCI 366	Criminology	3 units
SOCI 367	Sociology of Corrections	3 units
SOCI 373	Deviant Behavior	3 units
SOCI 468	Law and Society	3 units
COMM 444	Argumentation and Debate	3 units
COMM 445	Persuasion	3 units
PHIL 210	Critical Thinking	3 units
ENGL/COMM 370	Advanced Composition and Rhetoric	3 units

Women's Studies Minor

The minor in Women's Studies is an interdisciplinary course of study administrated by the Center for Women's Studies. The minor is designed to provide students a theoretical and practical overview of the study of gender issues in society, and will include course work in the social sciences, religion, literature, history, and communications.

Required courses:		6 units
WMST 110	Introduction to Women's Studies	2 units
WMST 210	Conference in Women's Studies	1 unit
WMST 410	Research in Women's Studies	3 units
Electives		any combination of 15 units
ANTH 333	Gender, Culture, and Society	3 units
ANTH/SOCI/ PSYC 346	Human Sexuality	3 units
COMM 374	Gender Communications	3 units
ENGL 325	Period Focus	3 units
ENGL 335	Genre Focus	3 units
ENGL 425	Author Focus	3 units
ENGL 444	Culture Focus	3 units
HIST 360	Women in American History	3 units
WMST 370	Topics in Women's Studies	3 units
NT/OT/THEO 482	Biblical Theology of Love, Sex, Marriage, and Family	3 units
PLST/THEO 432	Women in Ministry	3 units
PSYC/SOCI 335	Social and Psychological Aspects of Aging	3 units
SOCI 332	Marriage and the Family	3 units
SOCI 333	Sociology of Women	3 units
SOCI 345	Family Violence	3 units
SOCI/ANTH 343	Class, Race, Ethnicity and Gender	3 units

Pre-Professional Preparation in the Sciences or Mathematics

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

Science, Teaching/Coaching of Physical Education or Mathematics Teacher Education

Students desiring to enter a career in secondary school teaching should consult with an academic advisor in Liberal Studies and the appropriate department. The academic advisor will provide a complete list of the requirements for teacher certification in the student's selected field. Certain courses are required for teaching, and a wide spectrum of courses are necessary covering diverse areas within discipline(s) chosen.

Graduate School Preparation in the Sciences or Mathematics

Students who desire to enter graduate school in the fields of sciences or mathematics 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 and application deadlines of the graduate school of their choice.

Pre-Medical, and Pre-Health Sciences Preparation

Medical, dental, and other professional graduate 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), or other tests required for entrance into professional graduate school is taken during the sixth semester of undergraduate work. The MCAT exam emphasizes critical thinking and writing skills, in addition to 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.

Pre-Health Sciences require a core and additional work in a concentration. For Pre-Health Sciences descriptions (Chiropractic, Nursing, and Physical Therapy) see relevant catalog section under the Kinesiology Department.

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.

THE COLLEGE GENERAL COURSES

ART COURSES

ART 252C • History and Appreciation of Art (3 units)
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/THEA 256 • Drawing and Rendering (2-3 units)
Students will learn the basic artistic techniques involved in sketching, drawing and rendering. Training will include use of varied media, perspective and architectural rendering, as well as human anatomy.

ART 275 • Drawing and Painting (3 units)
Study, evaluation, and creative use of concepts and materials of drawing and painting. Emphasis on problems in using line, color, mass, value, and texture. Lab fee.

ART 290 • Art Practice (1 units)
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 or 3 units)
Focus upon an artist, genre, technique, or artistic movement.

ART 330 • Art Techniques for Teachers (3 units)
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. Lab fee.

FINA 215C • Introduction to the Arts (3 units)
A study of the stylistic character, interrelationship and cultural significance of music, painting, sculpture and architecture from antiquity to the present. A course fee covers the expense of field trips to art museums and concerts. Lab Fee.

HUMANITIES COURSES

HUMA 106 • Publications: Yearbook (1 unit)
Publication of the school yearbook under supervision of a faculty advisor. Elective credit only. Offered on a credit/fail basis only.

HUMA 201 • Beginning American Sign Language I (3 units)
A study of the fundamentals of American Sign Language through the development of vocabulary, grammar, and syntax. American Sign Language is a visual/gestural language used by the majority of the Deaf in the United States. Cultural aspects of the Deaf Community will also be introduced through the course.

HUMA 202 • Beginning American Sign Language II (3 units)
A continued study of the fundamentals of American Sign Language through the development of vocabulary, grammar, and syntax. American Sign Language is a visual/gestural language used by the majority of the Deaf in the United States. Cultural aspects of the Deaf Community will also be introduced through the course.

HUMA 291, 292, 293, 294 • Special Topics (1, 2, 3, 4 units)
Study of special topic focusing on culture, language, civilization or literature. May be repeated for credit.

NATURAL SCIENCE COURSES

NSCI 210C • The Empirical World (3 units)
Prerequisite: Sophomore standing. Co-requisite: NSCI 210CL. A course in the natural and physical sciences emphasizing man's relationship to the physical world. Relevant topics from physics, chemistry, earth science, and biology will be explored. The course will focus on contemporary issues such as the ecological, economic and human health impacts of air and water pollution, global climate change, ozone depletion, hazardous and solid waste, alternative energy resources, soil, resource depletion, biotechnology, diet and food safety. Completion of accompanying lab (NSCI 210CL) is required to satisfy the core curriculum requirement in natural science.

NSCI 210CL • The Empirical World Laboratory (1 unit)
Prerequisite: Sophomore standing. Co-requisite: NSCI 210C. A laboratory course in the natural and physical sciences to accompany NSCI 210C emphasizing the process of problem solving using the scientific method. All laboratory experiences are under the direct supervision of the faculty and are designed to give the student hands-on experience in the study of our natural and physical

environment. Where possible the laboratory experiments will be coordinated with the material being covered in lecture. The laboratory experience may include supervised field trips. Lab fee.

NSCI/ANTH/SOCI 429 • Health, Disease, and Globalization: Foundations of Epidemiology (3 units)
Prerequisites: ANTH 102C and/or ANTH 320 ; NSCI 210C or KINE 145C or BIOL 204 are helpful but not required. Check with instructor if necessary. This course surveys elements of health and disease, investigates their sociocultural contexts in light of increasing globalization and environmental pressures. It uses the principles and techniques of epidemiology to understand both the biology and contexts of diseases, human cultural diversity with regards to beliefs and attitudes, practices that affect health and illness, as well as health-seeking or health-thwarting behaviors. The relationship of human behaviors, ecological conditions, mental and ideological states as these impact health and illness are explored. Transmissible and chronic diseases are both covered.

PHYSICAL SCIENCE COURSES

PSCI 130 • Introduction to Physics I (3 units)
Prerequisites: MATH 117. Co-requisite: PSCI 130L. This is a trigonometry based course in mechanics and heat. Topics include kinematics, Newton's Laws, rotational motion, fluid mechanics, and laws of thermodynamics. Three hours of lecture. This course fulfills the core curriculum lecture requirement in natural sciences. Alternate years.

PSCI 130L • Introduction to Physics I Laboratory (1 unit)
Prerequisite: MATH 117. Co-requisite: PSCI 130. Laboratory experiments will demonstrate principles studied during lecture sessions. These experiments demonstrate principles in the areas of rotational motion, momentum, fluid mechanics, heat transfer, friction and conservation of mechanical energy. This course fulfills the core curriculum laboratory requirement in the natural sciences. Laboratory three hours. Lab fee. Alternate years.

PSCI 131 • Introduction to Physics II (3 units)
Prerequisite: Math 117, PSCI 130, and PSCI 130L. Co-requisite: PSCI 131L. This is a trigonometry based course in electricity, magnetism, sound and light. Topics include mechanical waves, sound, Coulomb's Law, electrostatics, electric circuits, introductory electronics, magnetic fields, induction, wave mechanics, geometrical optics, interference, diffraction and polarization. Three hours of lecture. This course fulfills the core curriculum lecture requirement in natural science. Alternate years.

PSCI 131L • Introduction to Physics II Laboratory (1 unit)
Prerequisite: MATH 117, PSCI 130, and PSCI 130L. Co-requisite: PSCI 131. Laboratory experiments will demonstrate principles studied during lecture sessions. These experiments demonstrate principles in the areas of electrical current, electrical potential, electrical circuits, magnetic fields, optics, wave motion, and optics. This course fulfills the core curriculum laboratory requirement in the natural sciences. Laboratory three hours. Lab fee. Alternate years.

PSCI 215 • Fundamentals of Earth Science (3 units)
Prerequisite: One year high school chemistry, biology or physics. Earth Science including physical and historical geology, oceanography, and descriptive astronomy; economic, social, and philosophical aspects of the subject matter. A three-day field trip is required. This course is recommended for Liberal Studies majors. Lecture three hours each week. This course fulfills the core curriculum lecture requirement in the natural sciences. Fee for the field trip for those not concurrently enrolled in PSCI 215L.

PSCI 215L • Earth Science Laboratory (1 unit)
Co-requisite: PSCI 215. Classification of rocks, visiting various geological sites, use of topographic and geological maps, oceanographic sampling and techniques, climactic patterns, meteorological measurements, and the use of an astronomical telescope. This course fulfills the core curriculum laboratory requirement in the natural sciences. Lab and field trip fee.

PSCI 216 • Fundamentals of Physical Science (3 units)
Prerequisites: Three years of high school mathematics. Co-requisite: PSCI 216L. This course in physical science considers topics 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 or matter, heat, sound, electricity and magnetism, and light. This course fulfills the core curriculum lecture requirement in the natural sciences. Lecture three hours per week.

PSCI 216L • Physical Science Laboratory (1 unit)
Co-requisite: PSCI 216. An introduction to laboratory practice and procedure in physical science, and exercises in mechanics, properties of matter, heat, sound, electricity and magnetism, and light. This course fulfills the core curriculum laboratory requirement in the natural sciences. Laboratory fee.

PSCI 223 • Mechanics and Heat (3 units)
Prerequisite: Math 180. Co-requisite: PSCI 223L. Kinematics, Newton's Laws, rotational motion, fluid mechanics, and laws of thermodynamics. Three hours of lecture. Alternate years.

PSCI 223L • Mechanics and Heat Laboratory (1 unit)
Prerequisite: MATH 180. Co-requisite: PSCI 223. Laboratory experiments will demonstrate principles studied during lecture sessions. These experiments demonstrate principles in the areas of rotational motion, momentum, fluid mechanics, heat transfer, friction and conservation of mechanical energy. Laboratory three hours. Lab fee. Alternate years.

PSCI 225 • Electricity, Magnetism, Sound and Light (3 units)
Prerequisite: PSCI 223, MATH 181. Co-requisite: PSCI 225L. Mechanical waves, sound, Coulomb's Law, electrostatics, electric circuits, introductory electronics, magnetic fields, induction, wave mechanics, geometrical optics, interference, diffraction and polarization. Three hours of lecture. Alternate years.

PSCI 225L • Electricity, Magnetism, Sound and Light Laboratory (1 unit)
Prerequisites: PSCI 223 and MATH 181. Co-requisite: PSCI 225. Laboratory experiments will demonstrate principles studied during lecture sessions. These experiments demonstrate principles in the areas of electrical current, electrical potential, electrical circuits, magnetic fields, optics, wave motion, and optics. Laboratory three hours. Lab fee. Alternate years.

PSCI 227 • Modern Physics (3 units)
Prerequisite: PSCI 223 and PSCI 225. Relativity, photoelectric effect, quantum theory, Bohr model of the atom, photons and matter waves, atoms, nuclear physics, energy from the nucleus, quarks, leptons, and cosmology.
PSCI 291, 292, 293, 294 • Special Topics (1, 2, 3-4 units)
Study of a special topic in physical science. May be repeated for credit. May have a lab fee.

PSCI 470 • Special Topic (1-4 units)
Prerequisite: Consent of the instructor. Special topics in physical science. May be repeated for credit. May have a lab fee.

Social Science Courses

SOCS 150 • World Geography (3 units)
Survey of world geography including physical, economic, political, and cultural factors.

SOCS/BUSN 215 • Principles of Economics (Macro) (3 units)
Prerequisite: MATH 145C or College Algebra. An introduction to the principles of economic analysis, economic institutions, and issues of public policy.

SOCS/BUSN 216 • Principles of Economics (Micro) (3 units)
Prerequisite: MATH 145C or College Algebra. 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/PSYC 265C • Introduction to Statistical Methods (3 units)
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. Students majoring in Accounting, Anthropology, Psychology, or Sociology must take MATH/PSYC/SOCS 265C to fulfill the core curriculum requirement in mathematics. Students majoring in Mathematics are exempt from taking the core curriculum requirement in mathematics.

SOCS 364C • Intermediate Statistical Methods (3 units)
Prerequisite: SOCS/MATH/PSYC 265C 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 units)
Prerequisite: Consent of the instructor. A special topic in the social sciences. May be repeated for credit.

SOCS 490 • Social Science Seminar (3 units)
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.

Women's Studies Courses

WMST 110 • Introduction to Women's Studies: Gender and Justice (2 units)
An introductory course to the study of women and women's issues in society. This course will focus on such issues as the necessity for the study of women, gender as a cultural construct, theological interpretations of the gender, and gender as perceived in history and literature. This course is part of the core requirement for a minor in Women's Studies.

WMST 210 • Conference in Women's Studies (1 unit)
Students will be required to attend one conference co-sponsored by the Center for Women's Studies and the Vanguard Women's Caucus, and scheduled during the academic year. A faculty member in the discipline covered by the conference theme will determine course work. May be repeated for credit.

WMST 370 • Topics in Women's Studies (3 units)
Prerequisite: WMST 110. This course will concentrate on a particular issue relevant to women's students such as feminist theory, feminist pedagogy, women's health, women in business, or motherhood. May be repeated for credit.

WMST 410 • Research in Women's Studies (3 units)
Prerequisite: WMST 110, WMST 210. This course is designed to assist the student in integrating the multi-faceted aspects of women's issues. Working in corporation with a supervising faculty member in the student's specific area of interest, the student will design a project or major paper that reflects an advanced understanding of women in the context of the chosen subject area.

DEPARTMENT OF ANTHROPOLOGY AND SOCIOLOGY

Ed Clarke, Ph.D., Chair

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.

The two majors are Cultural Anthropology and Sociology. Minors are also offered in both disciplines. A specialized minor in Cultural Anthropology is available for Religion majors whose concentration is Intercultural and Urban Studies. In addition to the majors and minors, there is also an emphasis available in Sociology designed for Liberal Studies majors.

Cultural Anthropology Major

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 applications of this knowledge to the solution of human problems as well as the delivery of the Gospel message. 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.

Cultural Anthropology Major

Core Requirements 43 units

Lower Division		**12 units**
ANTH 102C	Introduction to Cultural Anthropology	3 units
SOCI 100C	Introduction to Sociology	3 units
ANTH 253	Language in Cultural Context	3 units
SOCS 265C	Introduction to Statistical Methods	3 units

Upper Division		**25 units**
ANTH 320	Social & Cultural Change	3 units
ANTH 322	Ethnographic Perspectives	3 units
ANTH 354	Anthropological Theory	3 units
ANTH 368	Anthropological Data Analysis	3 units
ANTH 369	Research Design and Methods	3 units
ANTH 369L	Research Design and Methods Lab	1 unit
ANTH 440	Culture, Personality, and the Individual	3 units
ANTH 452C	Applied Anthropology	3 units
ANTH 460	Field Practicum/Field Work	1-4 units

Electives		**6 units**
ANTH 317	Modern China	3 units
ANTH 333	Gender, Culture, and Society	3 units
ANTH 339	Area Studies: Topical Area	3 units
ANTH 343	Class, Race, Ethnicity, and Gender	3 units
ANTH 346	Human Sexuality	3 units
ANTH/ICST 358	Primal and World Religions	3 units
ANTH 374	Dynamics of Organizations	3 units
ANTH 429	Health, Disease, and Globalization: Foundations of Epidemiology	3 units
ANTH 442	Globalization and Development	3 units
ANTH 453	Language, Culture, and Linguistics	3 units
ANTH 450	Teaching Internship in Anthropology	1-4 units
ANTH 455	Research Internship in Anthropology	1-4 units
ANTH 470	Special Topics in Anthropology	1-3 units
ANTH 480	Individual Studies in Anthropology	1-3 units
ANTH 490	Seminar	1-3 units

Cultural Anthropology (General) Minor 21 units

ANTH 102C	Introduction to Cultural Anthropology	3 units
ANTH 253	Language in Cultural Context	3 units
Electives in Anthropology		15 units

Cultural Anthropology Minor for Intercultural Studies 21 units

(For the full requirements of the Religion Major with a concentration in Intercultural and Urban Studies, see the Department of Religion section of this catalog.)

ANTH 102C	Introduction to Cultural Anthropology	3 units
ANTH 253	Language in Cultural Context	3 units
ANTH 320	Social & Culture Change	3 units
ANTH 322	Ethnographic Perspectives	3 units
ANTH 358	Primal and World Religions	3 units
Electives in Anthropology		6 units

ANTHROPOLOGY COURSES

ANTH 102C • Introduction to Cultural Anthropology (3 units)
The study of culture emphasizing culture's origins and processes. Concepts and theories about culture that apply to life in both developing and developed societies with the aim of solving human problems. Lab fee.

ANTH 253 • Language in Cultural Context (3 units)
Prerequisite: ANTH 102C. 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 units)
Prerequisite: Consent of the instructor. Study of a special topic in Anthropology. May be repeated for credit.

ANTH 317/HIST 317 • Modern China (3 units)
A study of the political and social history of China from the mid-nineteenth century, when European aggression forced China on a path to modernization, to the present.

ANTH/ICST/SOCI 320 • Social and Culture Change (3 units)
Prerequisite: ANTH 102C; SOCI 100C recommended. 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/ICST 322 • Ethnographic Perspectives (3 units)
Prerequisite: ANTH 102C. Examines family life, religious belief, social and economic organization, politics and genders from a detailed, cross-cultural perspective. Ethnographic case studies provide in-depth comparisons of the cultural practices and beliefs of non-Western peoples with the cultural traditions of Westerners. Course will stress appreciation for and comprehension of ethnography as both a research method and genre of writing.

ANTH 333 • Gender, Culture, and Society (3 units)
Prerequisite: SOCI 100C, ANTH 102C. 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/HIST/ICST 339 • Area Studies: [Topical Area] (3 units)
Prerequisites: ANTH 102C. Area Studies is an intensive examination of specific regions of the world. Each course gives a brief survey of the region with attention to cultural history, ethnicity, family structure, political organization, technology, social structure, ethnopsychology, economics and ideologies present within the region. Issues of cultural difference and commonality, regional minority sub-cultural groups, and the role that this region plays within “global” culture are also addressed. (This course may be repeated for credit.)

Areas of study in the rotation may include: Latin America, Pacific Rim, Japan, Middle East, Oceania, East Asia, South East Asia, China, Korea, Northern Africa, Sub-Sahara Africa, Eastern Europe, Western Europe, North America, and North America Diaspora.

ANTH/SOCI 343 • Class, Race, Ethnicity and Gender (3 units)
Prerequisites: ANTH 102C or SOCI 100C. This course focuses on the distribution of power and resources across racial and ethnic/cultural groups, class structure, and gender. Phenomenological, institutional, and structural aspects of prejudice and discrimination are examined using the matrix of domination (the intersection of attributes related to class, race, ethnicity and gender) to explore the life experiences of individuals.

ANTH/SOCI/PSYC 346 • Human Sexuality (3 units)
Prerequisites: SOCI 100C or PSYC 103C (preferably both), completion of NSCI 210C/L Empirical World or other lab science, and junior or senior standing. 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.

ANTH 354 • Anthropological Theory (3 units)
Prerequisites: ANTH 102C and ANTH 253. An overview of the early history and major theoretical schools in anthropology. Addresses recent trends in discourse, postmodernism, local culture knowledge, and action oriented anthropology.

ANTH/ICST 358 • Primal and World Religions (3 units)
Prerequisites: ANTH 102C or SOCI 100C. 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 368 • Anthropological Data Analysis (3 units)
Prerequisites: SOCS 265C, ANTH 102C, ANTH 253, ANTH 354, and ANTH 365. Course consists of an overview of major data analysis software used in anthropological research, including both quantitative software packages, and in-depth data analysis.

ANTH/SOCI 369 • Research Design and Methods (3 units)
Prerequisites: SOCS 265C; ANTH 354 or SOCI 365. Examines the major qualitative and quantitative research methods used in applied Anthropology and Sociology. Particular emphasis will be given to design, preparation, and process of applied social research. Introduces students to various methods including unobtrusive observation, structured and unstructured interviewing, and survey research.

ANTH/SOCI 369L • Research Design and Methods Lab (1 unit)
Co-requisite: ANTH/SOCI 369 Research Design and Methods. Introduces students to computer software utilized by social researchers to compile, manage and analyze data as a product of research.

ANTH/SOCI 374 • Dynamics of Organizations (3 units)
Prerequisites: ANTH 102C, SOCI 100C or PSYC 103C. An exploration of the dynamics of organizations including theoretical perspectives of formal and complex organizations. Students survey and investigate the internal processes, relationships and interactions that are embedded into the explicit structural forms of organizations and the tacit deep structure of meanings that people use to negotiate their lives through these systems. This sense-making process is further expressed in linkages to the external environment and strategic recommendations that connects to the organizational culture

ANTH/SOCI/NSCI/ 429 • Health, Disease, and Globalization: Foundations of Epidemiology (3 units)
Prerequisites: ANTH 102C and/or ANTH 320 ; NSCI 210C or KINE 145C or BIOL 204 are helpful but not required. Check with instructor if necessary. This course surveys elements of health and disease, investigates their sociocultural contexts in light of increasing globalization and environmental pressures. It uses the principles and techniques of epidemiology to understand both the biology and contexts of diseases, human cultural diversity with regards to beliefs and attitudes, practices that affect health and illness, as well as health-seeking or health-thwarting behaviors. The relationship of human behaviors, ecological conditions, mental and ideological states as these impact health and illness are explored. Transmissible and chronic diseases are both covered.

ANTH 440 • Culture, Personality, and the Individual (3 units)
Prerequisites: ANTH 102C and PSYC 103C; PSYC 320 or PSYC 345 recommended. Western conceptions of the person and the self-concept are reassessed in light of cross-cultural studies and the contributions of anthropologists. The course is oriented to broaden a student's understanding of how personality is formed and how cultural ideas about the person influence personal and interpersonal dynamics. The course is practical for those intending to work cross-culturally, in counseling, business applications, development, social work or ministry.

ANTH/SOCI 442 • Globalization and Development (3 units)
Prerequisites: ANTH 102C; ANTH 320 recommended. Course considers anthropological approaches to the analysis of economic development and change, with special attention given to contemporary development concerns as perceived at the local level. The organization of large- and small-scale development organizations, including non-government organizations, in non-Western settings will also be examined. Class is also designed to meet the needs of students interested in participating in both overseas and domestic community/organizations/economic development.

ANTH 450 • Anthropology Teaching Internship (1-4 units)
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 452C • Applied Anthropology (3 units)
This course fulfills the Core Curriculum Capstone requirement for Anthropology majors. The class emphasizes understanding the full spectrum of applications in anthropology and anthropological practice, including work in government, industry, business, non-profit organizations, development work, health practice, and missiology. Students will develop career plans and research applications suitable to their interests.

ANTH/ENGL/SPAN 453 • Language, Culture, and Linguistics (3 units)
Prerequisite: ANTH 102C. 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 units)
The undergraduate research assistantship engages students in original research projects of the faculty or student's own design. Its aim is to apply those skills learned in prior research design and methodology coursework and/or expand on these as appropriate to the student's skill set. A research agenda will be developed with each student, which then becomes the guide for the class. May be repeated for credit.

ANTH 460 • Field Practicum/Field Work (1-4 units)
Prerequisite: Senior year standing and consent of the instructor. Guided ethnographic field experience based on student's research prospectus.

ANTH 470 • Special Topics in Anthropology (1-3 units)
Study of a special topic in one of the fields of anthropology. May be repeated for credit.

ANTH 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

ANTH 490 • Seminar (1-3 units)
Prerequisite: Consent of the instructor. Mutual investigation of one topic in anthropology of particular relevance to upper division cultural anthropology majors. 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 Major Core Requirements 46 units

Lower Division		**9 units**
SOCI 100C	Introduction to Sociology	3 units
ANTH 102C	Introduction to Cultural Anthropology	3 units
SOCS 265C	Introduction to Statistical Methods	3 units
Upper Division		**18 units**
SOCI 332	Marriage and the Family	3 units
SOCI 343	Class, Race, Ethnicity and Gender	3 units
ANTH 369	Research Design and Methods	3 units
ANTH 369L	Research Design and Methods Lab	1 unit
SOCI 365	Sociological Theory	3 units
SOCI 460A*	Field Practicum	3-4 units
SOCI 462A*	Research Practicum	3-4 units
SOCI 490C	Senior Seminar	3 units

*Need to take SOCI 460A OR SOCI 462A.

Electives		**18 units**
SOCI 258	Sociology of Sports and Human Movement	3 units
ANTH 320	Social & Cultural Change	3 units
SOCI 324	Social Psychology	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 346	Human Sexuality	3 units
SOCI 349	Religion & Society	3 units
SOCI 352	Urban Sociology	3 units
SOCI 362	Juvenile Delinquency and Justice	3 units
SOCI 367	Sociology of Corrections	3 units
SOCI 374	Dynamics of Organizations	3 units
SOCI 429	Health, Disease, and Globalization: Foundations of Epidemiology	3 units
SOCI 430	Religion & Human Rights in the World	3 units
SOCI 440	Clinical Sociology	3 units
SOCI 442	Globalization and Development	3 units
SOCI 473	Crime and Deviance	3 units
SOCI 450	Teaching Internship in Sociology	1-3 units
SOCI 455	Sociology Research Assistantship	1-3 units
SOCI 460B	Field Practicum	1-4 units
SOCI 462B	Research Practicum	1-4 units
SOCI 468	Law and Society	3 units
SOCI 470	Special Topics in Sociology	1-3 units
SOCI 480	Individual Studies in Sociology	1-3 units

An exit interview and exam are required of all graduating seniors. The exit exam is designed to assess the mastery of concepts, principles and knowledge expected of students at the conclusion of the sociology major.

Sociology Minor 21 units

SOCI 100C	Introduction to Sociology	3 units
Electives in Sociology		18 units

NOTE: At least half of the units must be taken at Vanguard University.

SOCIOLOGY COURSES

SOCI 100C • Introduction to Sociology (3 units)
An introduction to the study of society, considering the fundamental concepts of sociology in each of three great areas: social structure, social processes, and social problems. Sociology deals with the way individuals, groups, and institutions are related to one another.

SOCI/KINE 258 • Sociology of Sports and Human Movement (3 units)
This class will examine 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, socioeconomic status, race and ethnicity in sport. This course is only offered odd years in the Fall.

SOCI 291, 292, 293 • Special Topics (1-3 units)
Prerequisite: Consent of the instructor. Study of a special topic in Sociology. May be repeated for credit.

SOCI/ANTH/ICST 320 • Social and Culture Change (3 units)
Prerequisite: ANTH 102C; SOCI 100C recommended. 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.

SOCI/PSYC 324 • Social Psychology (3 units)
Prerequisites: PSYC 103C or SOCI 100C. 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 332 • Marriage and the Family (3 units)
Prerequisites: SOCI 100C or PSYC 103C. 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 333 • Sociology of Women (3 units)
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-nation aspects. Fee required.

SOCI/PSYC 335 • Social and Psychological Aspects of Aging (3 units)
Prerequisite: PSYC 103C or SOCI 100C. 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 343 • Class, Race, Ethnicity and Gender (3 units)
Prerequisites: SOCI 100C or ANTH 102C. This course focuses on the distribution of power and resources across racial and ethnic/cultural groups, class structure, and gender. Phenomenological, institutional, and structural aspects of prejudice and discrimination are examined using the matrix of domination (the intersection of attributes related to class, race, ethnicity and gender) to explore the life experiences of individuals.

SOCI 345/PSYC 344 • Family Violence (3 units)
Prerequisite: SOCI 100C or consent of instructor. 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. Fee Required.

SOCI/ANTH/PSYC 346 • Human Sexuality (3 units)
Prerequisites: SOCI 100C or PSYC 103C (preferably both), completion of NSCI 210C/L Empirical World or other lab science, and junior or senior standing. 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/PLST 349 • Religion & Society (3 units)
Prerequisites: SOCI 100C or ANTH 102C. The social structural approach to the study of religion, with particular emphasis on American society. Examines personal religious experience and expressions, structural forms, systemic relationships between religious systems and other social subsystems.

SOCI 352 • Urban Sociology (3 units)
A study of urban life with emphasis on its organization, unique functions, and problems.

SOCI 362 • Juvenile Delinquency and Justice (3 units)
Prerequisites: SOCI 100C and PSYC 103C 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 365 • Sociological Theory (3 units)
Prerequisite: SOCI 100C. 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 367 • Sociology of Corrections (3 units)
Prerequisite: SOCI 100C or consent of the instructor. 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/ANTH 369 • Research Design and Methods (3 units)
Prerequisites: SOCS 265C; ANTH 354 or SOCI 365. Examines the major qualitative and quantitative research methods used in applied Anthropology and Sociology. Particular emphasis will be given to design, preparation, and process of applied social research. Introduces students to various methods including unobtrusive observation, structured and unstructured interviewing, and survey research.

SOCI/ANTH 369L • Research Design and Methods Lab (1 unit)
Co-requisite: ANTH/SOCI 369 Research Design and Methods. Introduces students to computer software utilized by social researchers to compile, manage and analyze data as a product of research.

SOCI/ANTH 374 • Dynamics of Organizations (3 units)
Prerequisites: ANTH 102C, SOCI 100C or PSYC 103C. An exploration of the dynamics of organizations including theoretical perspectives of formal and complex organizations. Students survey and investigate the internal processes, relationships and interactions that are embedded into the explicit structural forms of organizations and the tacit deep structure of meanings that people use to negotiate their lives through these systems. This sense-making process is further expressed in linkages to the external environment and strategic recommendations that connects to the organizational culture

SOCI/ANTH/NSCI 429 • Health, Disease, and Globalization: Foundations of Epidemiology (3 units)
Prerequisites: ANTH 102C and/or ANTH 320 ; NSCI 210C or KINE 145C or BIOL 204 are helpful but not required. Check with instructor if necessary. This course surveys elements of health and disease, investigates their sociocultural contexts in light of increasing globalization and environmental pressures. It uses the principles and techniques of epidemiology to understand both the biology and contexts of diseases, human cultural diversity with regards to beliefs and attitudes, practices that affect health and illness, as well as health-seeking or health-thwarting behaviors. The relationship of human behaviors, ecological conditions, mental and ideological states as these impact health and illness are explored. Transmissible and chronic diseases are both covered.

SOCI 430 • Religion & Human Rights in the World (3 units)
Prerequisites: SOCI 100C or ANTH 102C or consent of the instructor. Examines how religion intertwines with human rights practices in a given country. As the most basic of human rights, religion is an important component in answering the question of how a nation honors or violates the human rights of its citizens.

SOCI/ANTH 442 • Globalization and Development (3 units)
Prerequisites: ANTH 102C; ANTH 320 recommended. Course considers anthropological approaches to the analysis of economic development and change, with special attention given to contemporary development concerns as perceived at the local level. The organization of large- and small-scale development

organizations, including non-government organizations, in non-Western settings will also be examined. Class is also designed to meet the needs of students interested in participating in both overseas and domestic community/organizations/economic development.

SOCI 450 • Sociology Teaching Internship (1-3 units)
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 units)
Prerequisites: SOCI 100C, SOCI 353, and SOCS/MATH/PSYC 265C. 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 460A • Field Practicum (3-4 units)
Prerequisite: SOCI 100C, and junior or senior standing. Field experience in a social service agency such as an outpatient health facility, a community organization, or a social program. This course is controlled by the instructor and all field sites must be approved by the professor. The course instructor and the university manage the course requirements and responsibilities, which may include: a research paper, weekly journals, and various written assignments. The course requires weekly interaction between professor and student, as well as training and preparation that are comparable with other courses within the major. Thirty hours of field experience will be required for each credit hour. Must take SOCI 460A or SOCI 462A as a major upper division requirement. May be repeated as SOCI 460B for 1-4 units in a subsequent semester.

SOCI 460B • Field Practicum (1-4 units)
Prerequisite: SOCI 460A. This course offers the student the opportunity to continue their Field Practicum begun in SOCI 460A for one additional semester. Thirty hours of field experience will be required for each credit hour.

SOCI 462A • Research Practicum (3-4 units)
Prerequisites: SOCI 353 and SOCI 365. This course provides an in-depth research experience. Students work closely with a faculty mentor at all levels of the research process—from the development of a conceptual framework and articulation of the research question to the creation of the research instrument and collection of data. Students will be introduced to SPSS (a data analysis program for Social Sciences) and will have the opportunity to present their findings in a number of settings. Thirty hours of research experience will be required for each credit hour. Must take SOCI 460A or SOCI 462A as a major upper division requirement. May be repeated as SOCI 462B for 1-4 units in a subsequent semester.

SOCI 462B • Research Practicum (1-4 units)
Prerequisite: SOCI 462A. This course offers the student the opportunity to continue their research experience begun in SOCI 462A for one additional semester. Thirty hours of research experience will be required for each credit hour.

SOCI/POLS 468 • Law and Society (3 units)
Prerequisite: SOCI 100C or consent of the instructor. 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 470 • Special Topics (1-3 units)
Prerequisite: SOCI 100C and sophomore level and above. Study of a special topic in one of the fields of sociology. May be repeated for credit. Special topic courses are developed by faculty according to student interest and are offered periodically.

SOCI 473 • Crime and Deviance (3 units)
Prerequisites: SOCI 100C and ANTH 102C or consent of the instructor.
Explores the development and evolution of criminal and deviant categories, the individual, cultural and structural motivations for offending, the social response to violations and offenders, and the consequences of criminal and deviant behavior for individuals and social organization. Emphasis is given to academic research that describes and explains deviance, crime, and programmed social efforts to manage violating behavior.

SOCI 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

SOCI 490C • Senior Seminar (3 units)
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. This course fulfills the Core Curriculum Capstone requirement for Sociology majors.

DEPARTMENT OF BIOLOGY

Randy Dovel, Ph.D., Chair

MISSION: The Biology Department seeks to provide training in a Christian environment needed to prepare students for careers in elementary and secondary education, provide the background in biology necessary for other areas of study such as biochemistry and the exercise sciences, prepare students for professional programs in areas such as medicine and other health professions, and to prepare students for graduate studies in the biological sciences and to enter positions in industry.

There are two degrees available within the Biology Department: a Bachelor of Science (B.S.) in Biology and a Bachelor of Arts (B.A.) in Biological Sciences. The B.S. program provides undergraduate preparation for technical employment or post-baccalaureate study in graduate school or for professions such as medicine, and other health professions and natural resource management. A Biology major considering graduate or professional school should confer with a Biology advisor to plan a program to meet the student's needs and assure entrance into such a school.

The Bachelor of Arts in Biological Sciences provides an introduction to the discipline and an opportunity to integrate the study of Biology with another field. This program is designed to provide greater flexibility than the B.S. in meeting broad student interests.

Biology (B.S.) 75 units

Students seeking the B.S. in biology must complete core requirements in both the major and in related disciplines, and elective courses beyond the core.

Biology Core Curriculum Major Requirements		**24-26 units**
BIOL 121/L	General Botany	4 units
BIOL 131/L	General Zoology	4 units
BIOL 220/L	Cell Biology	4 units
BIOL 309/L	Microbiology	4 units
BIOL 311/L	Genetics	4 units

BIOL 485	Undergraduate Biological Research	2-4 units
BIOL 499C	Capstone Seminar in Biology	2 units

Related Discipline Core Requirements		**35 units**
CHEM 120/L	General Chemistry I	4 units
CHEM 121/L	General Chemistry II	4 units
CHEM 304	Organic Chemistry I	3 units
CHEM 304L	Organic Chemistry Techniques I	1 units
CHEM 305	Organic Chemistry II	3 units
CHEM 305L	Organic Chemistry Techniques II	1 units
PSCI 223/L	Mechanics and Heat	4 units
PSCI 225/L	Electricity, Magnetism, Sound and Light	4 units
MATH 165C	Scientific Statistics	3 units
MATH 180	Calculus I	4 units
MATH 181	Calculus II	4 units

Students must complete an additional 20 units in biology or biochemistry. At least 2 courses must be selected from Group A and 2 courses from Group B. It is strongly recommended that pre-medical and pre-dental students emphasize electives from group A. Students interested in teaching should also complete BIOL 212 and BIOL 214.

Group A Electives		**8-12 units**
BIOL 335	Biology of Cancer	3 units
BIOL 432/L	Neuroscience	4 units
BIOL 440	Molecular Biology	3 units
BIOL 440L	Techniques in Molecular Biology	1 units
BIOL 451/L	Immunology	4 units
BIOL 485	Undergraduate Research	1-4 units
CHEM 430	Biochemistry	3 units
CHEM 430L	Experimental Techniques in Biochemistry	1 units
CHEM 435	Advanced Biochemistry	3 units

Group B Electives		**8-12 units**
BIOL 402/L	Histology	4 units
BIOL 302/L	Comparative Vertebrate Anatomy	4 units
BIOL 305/L	Physiology of Vertebrates	4 units
BIOL 315	General Ecology	3 units
BIOL 347	Upland Field Biology	4 units
BIOL 348	Coastal Ecology	4 units
CHEM 462	Advanced Topics in Plant Biology	3 units
CHEM 485	Undergraduate Biological Research	1-4 units

Biological Sciences (B.A.) 75 units

Students seeking the B.A. in biology must complete core requirements in both the major and in related disciplines, and elective courses beyond the core

Biology Core Curriculum Major Requirements		**24-26 units**
BIOL 121/L	General Botany	4 units
BIOL 131/L	General Zoology	4 units
BIOL 220/L	Cell Biology	4 units
BIOL 309/L	Microbiology	4 units
BIOL 311/L	Genetics	4 units
BIOL 485	Undergraduate Biological Research	2-4 units
BIOL 499C	Capstone Seminar in Biology	2 units

Related Discipline Core Requirements		**27 units**
CHEM 120/L	General Chemistry I	4 units
CHEM 121/L	General Chemistry II	4 units
CHEM 304	Organic Chemistry I	3 units
CHEM 304L	Organic Chemistry Techniques I	1 units
PSCI 223/L	Mechanics and Heat	4 units
Or PSCI 130/L	Introduction to Physics I	
PSCI 225/L	Electricity, Magnetism, Sound and Light	4 units
Or PSCI 131/L	Introduction to Physics II	
MATH 165C	Scientific Statistics	3 units
MATH 180	Calculus I	4 units

Students must complete an additional 24 units* in biology or chemistry. At least 2 courses must be selected from Group A and 2 courses from Group B.

Group A Electives		**8-16 units**
BIOL 212	Teaching Biology I	2 units
BIOL 335	Biology of Cancer	3 units
BIOL 432/L	Neuroscience	4 units
BIOL 440	Molecular Biology	3 units
BIOL 440L	Techniques in Molecular Biology	1 units
BIOL 451/L	Immunology	4 units
BIOL 485	Undergraduate Research	1-4 units
CHEM 305	Organic Chemistry II	3 units
CHEM 305L	Organic Chemistry Techniques II	1 units
CHEM 308	Introduction to Spectroscopy	2 units
CHEM 430	Biochemistry	3 units
CHEM 430L	Experimental Techniques in Biochemistry	1 units
CHEM 435	Advanced Biochemistry	3 units
Group B Electives		**8-16 units**
BIOL 214	Teaching Biology II	2 units
BIOL 302/L	Comparative Vertebrate Anatomy	4 units
Or BIOL 204/L	Human Anatomy	
BIOL 305/L	Physiology of Vertebrates	4 units
Or BIOL 304/L	Human Physiology	
BIOL 315	General Ecology	3 units
BIOL 347	Upland Field Biology	4 units
BIOL 348	Coastal Ecology	4 units
BIOL 402/L	Histology	4 units
BIOL 462	Advanced Topics in Plant Biology	3 units
BIOL 485	Undergraduate Research	1-4 units

BIOLOGY COURSES

BIOL 121 • General Botany (3 units)
Prerequisite: None. Co-requisite: BIOL 121L. An introduction to the fundamental principles of plant classification, anatomy, morphology, physiology and environmental relationships. It will provide an introduction to the fundamental principles of biology. Focus will be placed on organismal classification, physiology, anatomy and structure. Lecture three hours.

BIOL 121L • General Botany Laboratory (1 unit)
Co-requisite or pre-requisite is BIOL 121. An introduction to the fundamental techniques involved in plant classification, anatomy, morphology, physiology and environmental relationships are presented. This lab provides an introduction to the fundamental skills of the biology laboratory. Focus will be placed on microscopy, data collection and analysis, tissue indentificaiton and plant structure. Laboratory three hours. Lab and field trip fee.

BIOL 131 • General Zoology (3 units)
Prerequisite: BIOL 121 and BIOL 121L or equivalent. Prerequisite or co-requisite BIOL 131L. Study of the fundamental embryological, morphological, physiological, ecological, behavioral and evolutionary relationships of organisms representing 19 phyla. Lecture three hours.

BIOL 131L • Zoology Laboratory (1 unit)
Prerequisite: BIOL 121 and BIOL 121L or equivalent. Prerequisite or co-requisite: BIOL 131. Experiential inquiry into the fundamental morphological, physiological, ecological and behavioral features of organisms. Research based laboratory exercises emphasize animal structural-functional relationships. Laboratory a minimum of three hours. Lab fee.

BIOL 204 • Human Anatomy (3 units)
Co-requisite: BIOL204L. Introductory study of the gross physical structure, cellular makeup and physiological function of elements within the nine major organ systems. Lecture three hours.

BIOL 204L • Human Anatomy Laboratory (1 unit)
Co-requisite: BIOL204. Laboratory study introducing the primary functional and supportive components within the skeletal, muscular, digestive, urinary, nervous, respiratory, reproductive, and cardiovascular systems. Laboratory three hours. Lab fee.

BIOL 210 • Fundamentals of Biology (3 units)
Prerequisite: None. Co-requisite: BIOL 210L. An introduction to the structures and functions of the major plant and animal groups. Focus is directed toward

biological principles and problems facing humans in dynamic ecosystems. Lecture three hours.

BIOL 210L • Fundamentals of Biology Laboratory (1 unit)
Co-requisite: BIOL 210. Introduction to biological laboratory procedures. Laboratory exercises in molecular biology, metabolism and physiology, structure, ecology, and taxonomic groups. Laboratory four hours. Lab fee.

BIOL 212, 214 • Teaching Biology I, II (1 unit each)
Prerequisite: BIOL 131 & BIOL 220. The study of important biological principles within the context of designing, implementing and evaluating research experiments. Particular attention is focused on safety issues during both planning and executing experimental studies. Laboratory three hours. Mandatory visits to a local 6-12th grade biology class three hours. Two semester sequence. Lab fee.

BIOL 220 • Cell Biology (3 units)
Prerequisite: BIOL 131L - Zoology or 1 year General Biology. Co-requisite: BIOL 220L. This course provides an introduction to the fundamental principles of biology that center on the cell. Focus will be placed on cellular structure and function, fundamental metabolism, and molecular genetics. Lecture three hours.

BIOL 220L • Cell Biology Laboratory (1 unit)
Pre-requisites: BIOL 131L Zoology or 1 year General Biology. BIOL 220 Cell Biology is a co- or pre-requisite. This course provides a working understanding of basic principles paramount to the study of biological sciences. Students will have a fundamental understanding of the scientific method, the cell, celular structure, cellular respiration, DNA processes, protein synthesis, cellular reproduction, and genetics. This course prepares the student to think critically and analyze data. Laboratory three hours. Lab fee.

BIOL 291, 292, 293, 294 • Special Topic (1-4 units)
Study of a special topic in life science. May be repeated for credit. Lab fee.

BIOL 302 • Comparative Vertebrate Anatomy (3 units)
Prerequisite BIOL 131. Prerequisite or co-requisite BIOL 302L. Study of the similarities and differences in the structure and function of chordates (fish, amphibians, reptiles, birds, mammals) in both ancient and modern forms, with particular emphasis on human organ systems. Embryological development and features are integrated into the discussion of each organ system. Lecture three hours. Alternate years.

BIOL 302L • Comparative Vertebrate Anatomy Laboratory (1 unit)
Prerequisite: BIOL 131. Prerequisite or co-requisite: BIOL 302. Study of the essential embryological and morphological features of representative chordates (fish, amphibians, reptiles, birds, mammals), with particular emphasis given to human organ systems. Laboratory exercises incorporate dissection on preserved specimens. Laboratory three hours. Lab fee. Alternate years.

BIOL 304 • Human Physiology (3 units)
Prerequisites: BIOL 210, 131, or BIOL 204, or other college biology course with consent of the instructor. Co-requisite: BIOL 304L. This course will investigate the fundamental physiological processes in humans using a systems approach to study integrated functions. It will explore the functions of the human body emphasizing homeostasis at biochemical, cellular, organ, and system levels. The systems studies will include nervous, cardiovascular, respiratory, renal, gastrointestinal, endocrine, and reproductive. Lecture three hours.

BIOL 304L • Human Physiology Laboratory (1 unit)
Co-requisite: BIOL304. This course is designed to complement BIOL 304 investigating fundamental physiological processes in humans. The systems studied will include nervous, cardiovascular, respiratory, renal, gastrointestinal, endocrine, and reproductive. Laboratory three hours. Lab fee.

BIOL 305 • Physiology of Vertebrates (3 units)
Prerequisites: BIOL 131 and BIOL 220. Co-requisite: BIOL 305L. Principles of animal physiology with emphasis on vertebrates. Lecture three hours. Alternate years.

BIOL 305L • Physiology of Vertebrates Laboratory (1 unit)
Pre-requisites: BIOL 131 and BIOL 220. Co-requisite: BIOL 305. Laboratory course examining the principles of animal physiology with emphasis on vertebrates. Laboratory three hours. Lab fee. Alternate years.

BIOL 309 • Microbiology (3 units)
Prerequisites: One year of biology and at least one semester of chemistry. Co-requisite: BIOL 309L Microbiology lab. Biology of micro-organisms: their occurrence, and importance to man. Topics will include microbial cell structure and function, metabolism, microbial genetics, and the role of micro-organisms in disease and immunity. Lecture three hours.

BIOL 309L • Microbiology Laboratory (1 unit)
Prerequisites: One year of biology and at least one semester of chemistry. Co-requisite: BIOL 309 Microbiology. Lab to accompany BIOL 309 Microbiology. Laboratory three hours. Lab fee.

BIOL 311 • Genetics (3 units)
Prerequisites: One year of biology and at least one semester of chemistry. Co-requisite: BIOL 311L. A study of the principles and physical basis of heredity, biochemical aspects of gene actions, and social implications of heredity. Lecture three hours. Alternate years.

BIOL 311L • Genetics Laboratory (1 unit)
Prerequisites: One year of biology and at least one semester of chemistry. Co-requisite: Biology 311. Lab to accompany BIOL 311 Genetics. Laboratory three hours. Lab fee. Alternate years.

BIOL 315 • General Ecology (3 units)
Prerequisite: BIOL 131. An introduction to the interactions between organisms and their physical and biological environment. Important factors and processes influencing organisms within both terrestrial and aquatic ecosystems will be studied. Lecture three hours.

BIOL 320 • Origins (3 units)
Prerequisites: BIOL 210, BIOL 121, or BIOL 131. Classic and modern concepts concerning the origin and evolution of life are considered and critically reviewed. Instructional material fee. Lecture three hours.

BIOL 325/CHEM 325 • History and Philosophy of Science (3 units)
Prerequisite: BIOL 121, 131, CHEM 121, PSCI 223, 225. Survey of scientific theories, principles, concepts, individual contributions, and controversial ideas from earliest recorded history to present. Emphasis is placed on critically examining patterns and potential interrelationships and evaluating novel synthesis. Lecture three hours.

BIOL 330 • Conservation Biology (3 units)
Prerequisite: BIOL 121, 131 or instructor consent. Study of the past structure, current state and future viability of global ecosystems. The impact of humans on ecosystems is emphasized, with discussions directed toward potential solutions for current/future problems. Lecture three hours.

BIOL 335 • Biology of Cancer (3 units)
Prerequisites: BIOL 121, BIOL 131, BIOL 220, BIOL 210, CHEM 211 or consent of the instructor. This course is designed to study cancer from both a cellular and a clinical perspective. Characteristics of aberrant cell growth, proliferation and metastasis will be studied with a focus on the genetic charges that occur in cancer cells. Clinical aspects of cancer that will be discussed will include the classification, carcinogenesis, epidemiology, prevention and treatment of cancer. Lecture 3 hours.

BIOL 340 • Marine Ecology (3 units)
Prerequisite: BIOL 131. Co-requisite: BIOL340L. An introduction to the ecology of marine communities around the globe. Emphasis is placed on understanding interactions between organisms and their habitat, and interactions between organisms. Lecture three hours.

BIOL 340L • Marine Ecology Laboratory (1 unit)
Prerequisite: BIOL 131. Co-requisite: BIOL 340. Course completed primarily in the field that allows students the opportunity to investigate the diverse physical habitat elements and biological organisms found within local marine environments. Learning is enhanced by an independent semester-long research project. Laboratory three hours. Lab fee.

BIOL 347 • Upland Field Biology (4 units)
Pre-requisites: none. A study of biota and communities of upland environments 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 and other terrestrial habitats. Course will fulfill CORE Curriculum science requirement. Lab fee.

BIOL 348 • Coastal Ecology
Prerequisites: none. Coastal Ecology examines the ecological processes at the interface between land and sea in order to provide an understanding of the coastal environment, how terrestrial and marine systems are intricately connected, and how human activities can impact both. Much of the course consists of field trips in coastal and marine environments. Course will fulfill CORE Curriculum science requirement. Lab fee.

BIOL 402 • Histology (3 units)
Prerequisite: BIOL 220. Prerequisite or co-requisite: BIOL 402L. Study of the cells and tissues comprising each human organ system. Discussion focuses on structural and functional components in both intracellular and extracellular compartments, and cellular interaction within and among different organ systems. Lecture three hours. Alternate years.

BIOL 402L • Histology Laboratory (1 unit)
Prerequisite: BIOL 220. Prerequisite or co-requisite BIOL 402. Laboratory study of the cells and tissues comprising each human organ system. Particular emphasis is placed upon learning to identify the features making each tissue and organ unique. Laboratory three hours. Lab fee. Alternate years.

BIOL 432 • Neuroscience (3 units)
Prerequisites: BIOL 220 and [BIOL 204, BIOL 304, or BIOL 305], or consent of the instructor. Co-requisite: 432L. The study of the nervous system from the cellular physiology of the neuron to complex structure and function of the CNS. Emphasis will be given to the cellular neurophysiology and neuroanatomy. This course will give an excellent foundation for understanding the brain and the nervous system. Students will critically read and discuss the scientific literature and learn to critically evaluate experimental neuroscience. Lecture three hours.

BIOL 432L • Neuroscience Laboratory (1 unit)
Prerequisite: BIOL 220 and [BIOL 204, BIOL 304, or BIOL 305], or consent of the instructor. Co-requisite: BIOL 432. Laboratory course designed to complement BIOL 432 Neuroscience. Laboratory three hours. Lab fee.

BIOL 440 • Molecular Biology (3 units)
Prerequisites: BIOL 220/L - Cell Biology. The study of the genome in prokaryotes and eukaryotes. Introduction to and an analysis of modern molecular biology techniques are presented including: replication, transcription, translation, genetic engineering, cloning, gene expression, sequencing and genetic analysis. Lecture three hours. Alternate years.

BIOL 440L • Techniques in Molecular Biology (1 unit)
Pre-requisite: BIOL 220/L Cell Biology and BIOL 440 Molecular Biology*. *BIOL 440 Molecular Biology can also be a co-requisite. The study of the genome in prokaryotes and eukaryotes. Introduction to and an analysis of modern molecular biology techniques are presented including: genetic engineering, cloning, gene expression, sequencing and genetic analysis. This course prepares the student to develop the following critical skills: independent thinking, lab management, record keeping, and project development. Laboratory three hours. Lab fee. Alternate years.

BIOL 451 • Immunology (3 units)
Prerequisite BIOL 220, BIOL 309. Prerequisite or co-requisite BIOL 451L. An advanced course studying the structure and function of the tissues, cells, and molecular components of the human immune system. Emphasis is placed upon 1)

Basic Immunology: including lymphoid tissues and lymphocytes, immune response, antigen presentation and the major histocompatibility complex, immunoglobulins and their genes, the humoral immune response, cell mediated immune response, cytokines, complement and kinin, and inflammation; 2) Immunologic laboratory tests, and 3) Clinical Immunology: including B-cell disorders, T-cell disorders, Phagocytic Dysfunction Diseases, Complement Deficiencies, Anaphylaxis and Urticaria and Immune-Complex Allergic Diseases. Lecture three hours.

BIOL 451L • Immunology Laboratory (1 unit)
Prerequisite BIOL 220, BIOL 309. Prerequisite or co-requisite BIOL 451. An advanced course studying the structure and function of the tissues, cells, and molecular components of the human immune system. This laboratory course is research-based, and will teach students principles and techniques central to the production, purification, assay and use of monoclonal antibodies. These techniques may include antibody production in mice, purification using column chromatography and/or HPLC, fluorescent labeling of antibodies, assay of antibodies using ELISA, histological embedding of animal tissue in paraffin, tissue sectioning, and assay of fluorescent labeled antibodies on this tissue. Four hours of laboratory. Lab fee.

BIOL 462 • Advanced Topics in Plant Biology (3 units)
Prerequisites: BIOL 121/L. An advanced study of botany and plant biology. The topics may include the study of the systematics of vascular plants, the propagation of plants, the enthnobotanical contributions to plant biology, the genetic relationships between related species, or the geographic patterns of species distribution. Lecture three hours. Alternate years.

BIOL 470 • Special Topics (1-4 units)
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 units)
Prerequisite: Consent of the instructor and department chair. May be repeated for credit. May have lab fee and field trip fee in some cases.

BIOL 485 • Undergraduate Biological Research (1-4 units)
Prerequisite: BIOL 121. This course provides the student with an empirically based research experience in the biological sciences. Emphasis will be placed on project management, safety, instrumentation, solution preparation, and research documentation skills. This course is a variable credit course. Two credits are required for all biology and biological science majors. It is expected that a research report be completed by the end of the senior year.

If this course is selected as an optional biology elective the student must take at least 3 credits during one semester, write a formal thesis, and present the results at a suitable venue. Scheduling will be arranged by student and professor. For every 1 credit of BIOL 485 registered, the student will engage in 3-4 hours of research per week. Lab fee.

BIOL 488 • Biology Senior Project (2 units)
Prerequisite: Instructor consent. An advanced course providing the opportunity for a student to create a novel and independent intellectual work by comparing, contrasting and synthesizing recent research and his/her cumulative knowledge and understanding in the biological sciences. The precise nature, scope and format of the project must be developed and approved under the guidance instructor and collaboration with the student's academic advisor. The project results must also be presented in BIOL 499C. Lab fee.

BIOL 499C • Capstone Seminar in Biology (2 units)
Prerequisite: Senior standing or departmental approval and BIOL 485 Undergraduate Research. This course includes analysis and evaluation of current research in biology and the integration of faith and learning in the biological sciences. An oral presentation of the senior thesis in a classroom setting is required. In-class presentations by faculty and guests are a part of the course. This course fulfills the Core Curriculum Capstone requirement for Biology majors.

AU SABLE COURSES

Au Sable Institute of Environmental Studies courses that are approved for biology credit include the following courses. This is not a complete list. Registration for Au Sable courses require the permission of a Vanguard/Au Sable faculty representative.

ENVS 302 • Limnology (4 units)
Prerequisites: one year of biology and one year of general chemistry. Studies lakes and streams; applications to planning and management; introduces limnology; investigates representative lakes and streams of the region. Summer Session II.

ENVS 321 • Animal Ecology (4 units)
Prerequisite: one year of introductory science. Studies interrelationships between animals and their biotic and physical environments; emphasizes behavioral aspects. Fieldwork on ecology of northern Michigan fauna from a stewardship perspective. Summer Session I.

ENVS 471 • Conservation Biology (4 units)
Studies principles of conservation biology; applications to sustainable human society and biospheric integrity. Develops a stewardship perspective rooted in biological principles and directed at conservation of plant and animal species, biotic communities, ecosystems and human society. Summer Session I.

ENVS 477 • Plant Ecology (4 units)
Interrelationships between plants and their physical and biotic environments; plant-animal interactions; plant community compositions and development; and modern methods of ordination and quantitative analysis with applications to conservation and stewardship. Summer Session I.

Other Au Sable courses have Departmental approval for credit for Science majors, Liberal Studies majors, or lab science credit. The cost of tuition per unit for Au Sable is the same as Vanguard University units. Registration and tuition payments are arranged for and paid through Vanguard University. See the Department Chair in Biology for more information regarding approved courses and the Au Sable program.

DEPARTMENT OF BUSINESS AND MANAGEMENT

Carolyn Stephens, M.B.A., Chair

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

The undergraduate Business and Management Program offers degrees in the following majors: Accounting, Business Administration, International Business, and Marketing. Coursework in all majors includes the undergraduate Business and Management Core Requirements and additional units in the specific major as listed below. Students are responsible to meet prerequisite requirements of any course in which they enroll. Students must achieve a minimum grade of C in all business courses required for undergraduate majors and minors in the Department of Business and Management.

Students may complete a second major in the Department of Business and Management and have the second major indicated on their transcript; however any courses taken to fulfill major requirements beyond the Business and Management Core may not be counted toward both majors.

Business and Management Core Requirements for all Majors — 40 units

Lower Division		**21 units**
BUSN 102	Business Math and Computer Applications	3 units
BUSN 114	Introduction to Business	3 units
BUSN 165C	Business Statistics *	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

*This course fulfills the MATH requirement for the University CORE Curriculum. Additional units are not added to Major requirements.

Upper Division		**19 units**
BUSN 316	Legal Aspects of the Business Process	3 units
or BUSN 317	Legal/Ethical Environment of Business	
ACCT 321	Accounting and Finance for Decision Making	3 units
MNGT 325	Management Theory and Practice	3 units
FINC 335	Corporate Finance	3 units
MRKT 360	Principles of Marketing	3 units
BUSN 455C	Business Policy and Strategy (Capstone Course)	4 units

Accounting Major

In addition to the Business and Management Core Requirements for an Accounting Major, students must successfully complete the following courses:

Accounting Major Requirements 18 units

ACCT 324	Intermediate Accounting I	3 units
ACCT 325	Intermediate Accounting II	3 units
ACCT 427	Auditing	3 units
ACCT 428	Advanced Accounting	3 units
ACCT 440	Federal Taxation – Individual	3 units
ACCT 442	Federal Taxation – Corporate	3 units

Business Administration Major

In addition to the Business and Management Core Requirements for a Business Administration Major, students must successfully complete the following courses:

Business Administration Major Requirements 21 units

Upper Division	**12 units**
FINC or ACCT	3 units
MNGT	3 units
MRKT	3 units
ACCT/BUSN/FINC/MNGT/MRKT	3 units

Upper and/or Lower Division	**9 units**
Department of Business and Management courses	9 units

(Non-Department of Business and Management courses require prior approval of the Chair of the Department of Business and Management.)

International Business Major

In addition to the Business and Management Core Requirements for an international business major, students must successfully complete the following courses:

International Business Major Requirements 21 units

Upper Division		**18 units**
ANTH/HIST/ICST 339	Area Studies: [Topical Area]	3 units
MNGT 346	Organizational Behavior	3 units
MNGT 420	International Management	3 units
MRKT 464	Strategic Marketing	3 units
FINC 421	International Finance	3 units
POLS 482	International Politics	3 units

Experiential Requirement		**3 units**
BUSN 450	Business Intern Program*	1-3 units

*International Business majors are required to complete three (3) units of a Business Intern Program, which may be completed in any of the following venues:

a) a supervised internship in a Southern California organization (profit or non-profit) conducting operations in at least one other country, with extensive internship focus on operations in that country;
b) a supervised internship on a Vanguard-sponsored mission trip to another country;
c) an internship with an organization (profit or non-profit) in another country; and/or
d) a student-customized internship pre-approved by the program Academic Advisor.

Students will want to identify and prioritize desirable internship sites during their junior year, enrolling in the Business Intern Program itself during their senior year to maximize their experience.

International Business majors also are encouraged to complete a minor or a customized set of courses with a global focus, pursue proficiency in a foreign language, and participate in a study abroad program.

Marketing Major

In addition to the Business and Management Core Requirements for a Marketing Major, students must successfully complete the following courses:

Marketing Major Requirements — 21 units

MRKT 365	Marketing Research	3 units
MRKT 366	Sales and Sales Management	3 units
MRKT 369	Consumer Behavior	3 units
MRKT 464	Strategic Marketing	3 units
COMM 378	Public Relations: Corp. Comm., Info. Mgt.	3 units

Upper Division — 6 units

MRKT	Upper Division Course	3 units
Department of Business and Management courses		3 units

(Students may take (specified intra-disciplinary) courses to fulfill these requirements, requiring prior approval of the Chair of the Department of Business and Management.)

Business Minor — 21 units

Students in other academic majors outside of the Department of Business and Management may petition to minor in business. Students are to design a business curriculum which must be pre-approved by the Chair of the Department of Business and Management.

BUSN 114	Introduction to Business	3 units
ACCT 220	Principles of Accounting I	3 units
MNGT 325	Management Theory & Practice	3 units
MRKT 360	Principles of Marketing	3 units
ELECTIVES	6 units must be Upper Division	9 units

Accounting Courses

ACCT 220 • Principles of Accounting I (3 units)
Prerequisite: BUSN 165C or MATH 145C or 265C or college algebra. Introduces the concepts, rationale, and procedures related to financial accounting and reporting. It focuses on understanding the accounting cycle and its components, and the resulting financial statements. Presents workplace fraud and its related ethical challenges. The sole proprietorship business setting is used to study business transactions before learning about sophisticated equity structures.

ACCT 221 • Principles of Accounting II (3 units)
Prerequisite: ACCT 220. Continues to study the concepts and procedures related to financial accounting and reporting. It does so in the equity structure found in partnership and corporate settings. An in-depth preparation and interpretation of the cash flow statement are added to the study of financial statements. Financial statement analysis and managerial accounting concepts are introduced.

ACCT 321 • Accounting and Finance for Decision Making (3 units)
Prerequisite: ACCT 221. Examines managerial decision-making based on accounting and financial models. It looks into how these financial models and tools are created, and addresses the use of financial information to enhance the management decision-making processes at various management levels. Course topics include managerial accounting and financial concepts for organizational and capital budgeting, analyzing cost behaviors, strategic planning, resource allocation, and feedback and control models.

ACCT 324 • Intermediate Accounting I (3 units)
Prerequisite: ACCT 221 with a "C" or better. Studies accounting and reporting of complex business operating activities and financing activities according to generally accepted accounting principles in the United States. Compares United States accounting standards to international accounting standards. Topics include revenue recognition, inventory valuation, and debt and equity financing.

ACCT 325 • Intermediate Accounting II (3 units)
Prerequisite: ACCT 324 with a "C" or better. Continues to study accounting and reporting of complex business activities and transactions. The focus is on the investing activities of business and financial reporting. Topics include investments, leases, earnings per share, and analysis of financial statements. The content includes the study of accounting and reporting standards in the United States with comparisons to international accounting standards.

ACCT 427 • Auditing (3 units)
Prerequisite: ACCT 325 with a "C" or better. How to conduct external audits or become internal financial managers of organizations that are audited. United States auditing standards are studied and compared to international standards. Course topics include generally accepted auditing standards, fraudulent financial reporting and audit failure, effective internal control procedures, and the influence of the Securities and Exchange Commission on oversight of the accounting profession.

ACCT 428 • Advanced Accounting (3 units)
Prerequisite: ACCT 325 with a "C" or better. The course covers complex accounting and reporting for corporate and non-corporate entities, for profit and not-for-profit entities. It compares and contrasts accounting and financial reporting for partnerships, for-profit complex corporate entities, state and local governments, health and welfare organizations, and government and non-government universities.

ACCT 440 • Federal Taxation – Individual (3 units)
Prerequisite: ACCT 325 with a "C" or better. The course covers federal income taxation as it applies to individuals. This is an introduction to the federal tax model and how to apply it to the components of taxable income, tax credits, and types of taxes.

ACCT 442 • Federal Taxation – Corporate (3 units)
Prerequisite: ACCT 440 with a "C" or better. The subject matter of this course is federal income taxation as it applies to partnerships, fiduciaries and corporations. It builds on the federal tax model presented in ACCT 440, emphasizing concepts about issues specific to corporations.

ACCT 490 • Seminar (1-3 units)
Prerequisite: Permission of instructor and Chair may be required. Mutual investigation of one topic in accounting of particular relevance to upper division majors. May be repeated for credit provided topics are dissimilar.

BUSINESS ADMINISTRATION COURSES

BUSN 102 • Business Math and Computer Applications (3 units)
This course introduces students to math concepts and computer applications that will be used throughout their business course work. Math concepts taught in the course are intended to prepare students for BUSN 102. Computer applications will be learned through completion of projects using word processing, spreadsheets, database, and presentation software applications.

BUSN 114 • Introduction to Business (3 units)
A basic survey of the scope, function, and organization of modern business.

BUSN 165C • Business Statistics (3 units)
Prerequisite: BUSN 102. Emphasizes the use of statistics in making business decisions. Utilizes business cases to explore data collection and presentation, descriptive measures, probability, discrete and normal distributions, sampling, hypothesis testing, analysis of variance, chi aquare, regression, and correlation. Required for business majors. Satisfies the core curriculum math requirement.

BUSN/SOCS 215 • Principles of Economics I (Macro) (3 units)
Prerequisite: BUSN 165C or MATH 145C, 265C or college algebra. An introduction to the principles of economic analysis, economic institutions, and issues of public policy.

BUSN/SOCS 216 • Principles of Economics II (Micro) (3 units)
Prerequisite: BUSN 165C or MATH 145C, 265C or college algebra. 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 units)
Prerequisite: Permission of instructor and Chair may be required. Study of a special topic in business. May be repeated for credit provided topics are dissimilar.

BUSN 316 • Legal Aspects of the Business Process (3 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.

BUSN 317 • Legal and Ethical Environment of Business (3 units)
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 344 • Business Communications (3 units)
Prerequisite: ENGL 120C. This experiential course develops students' ability to effectively communicate in the business world. Refining students' business writing and communication skills will be done through focusing on personal branding, job search and interview processes, and business presentation and writing.

BUSN 430 • Students in Free Enterprise (SIFE) (3 units)
Prerequisite: Permission of the instructor. An experiential learning course that gives students practical experience in setting up business-related educational programs that serve the community. Students develop project concepts and proposals, as well as manage the implementation of approved plans. Budgets are established and managed. Results are evaluated and presented. May be repeated for a maximum of 6 units applicable toward graduation.

BUSN 435 • Business Ethics (3 units)
Prerequisites: MNGT 325. Presumes that humans are moral beings facing a variety of moral decisions on a daily basis. Therefore, business, like all social activities, can and does function ethically when moral prerequisites are fulfilled. The course examines the subject from Judeo-Christian ethics paradigm perspective, using cases to study the phenomenon in the business environment.

BUSN 450 • Business Intern Program (1-3 units)
Prerequisite: Open to juniors and seniors. This course may be taken for a maximum of 3 units in one semester. A maximum of 6 combined units credit for BUSN 450 and BUSN 451 apply to graduation. This course is designed with the purpose of promoting early entry into the workplace for the student through part-time employment. This course requires actual work experience be sought in a business firm providing an opportunity to integrate classroom teaching in practical application under the direct supervision of the assigned instructor.

BUSN 451 • Business Teaching Intern (1-3 units)
Prerequisites: Open to juniors and seniors. Approval of the Chair of the Department of Business and Management. This course may be taken for a maximum of 3 units in one semester. A maximum of 6 combined units credit for BUSN 450 and BUSN 451 apply to graduation. Assists instructor in preparing coursework, study sessions, and/or planning division events. Regular hours each week for classes, meetings, assistance to instructors.

BUSN 455C • Business Policy and Strategy (4 units)
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. This course fulfills the Core Curriculum Capstone requirement for Business and Management majors.

BUSN 470 • Special Topics (1-3 units)
Prerequisite: Permission of instructor and Chair may be required. Study of a special topic in business. May be repeated for credit provided topics are dissimilar.

BUSN 480 • Individual Studies (1-3 units)
Prerequisite: Permission of instructor and Chair may be required. May be repeated for credit provided topics are dissimilar.

BUSN 490 • Seminar (1-3 units)
Prerequisite: Permission of instructor and Chair may be required. Mutual investigation of one topic in business of particular relevance to upper division majors. May be repeated for credit provided topics are dissimilar.

FINANCE COURSES

FINC 320 • Personal Financial Management (3 units)
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 332 • Money and Banking (3 units)
Prerequisite: FINC 335 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 335 • Corporate Finance (3 units)
Prerequisite: ACCT 221. This course is designed to provide the student with an overview of the financial principles and techniques related to financial management within a business enterprise. The course will introduce tools for financial decision making, policy making, and analysis. Areas studied will include financial statement analysis, asset valuation methods, capital budgeting, cost of capital, and capital asset pricing model.

FINC 340 • Real Estate Finance (3 units)
Prerequisite: FINC 335. Overview of real estate principles, practices, and investment decisions. Topics include equity investment, finance, legal aspects, property development, real estate market analysis, and valuation.

FINC 405 • Investments (3 units)
Prerequisite: FINC 335. This course is designed to provide an overview of security valuation and trading methods; technical and fundamental analysis; portfolio theory, analysis, and allocation; and real estate principles and investment decisions.

FINC 421 • International Finance (3 units)
Prerequisite: FINC 335. Integrates various aspects of the financial control system of the international firm utilizing 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 global economy.

FINC 440 • Entrepreneurship: Formation of New Ventures (3 units)
Prerequisites: FINC 335 and MRKT 360. The theory and practice of new venture development. Studies business opportunities from the point of view of the entrepreneur/manager rather than passive investor. Topics include strategic management, venture capital, and writing business plans.

FINC 490 • Seminar (1-3 units)
Prerequisite: Permission of instructor and Chair may be required. Mutual investigation of one topic in finance of particular relevance to upper division majors. May be repeated for credit provided topics are dissimilar.

MANAGEMENT COURSES

MNGT 325 • Management Theory and Practice (3 units)
Prerequisite: BUSN 114. An exploration of managerial and leadership roles as they relate to pursuing organizational goals in an efficient and effective capacity. Focuses on the four functions of managing organizations: planning, organizing, leading and controlling.

MNGT 342 • Human Resource Management (3 units)
Prerequisite: MNGT 325. Designed to address how organizations can gain a sustainable, competitive advantage through people. This course focuses on recruiting, selecting, and training a diverse workforce; appraising and improving

performance; managing compensation and benefits; and enhancing employee-management relations in a global economy.

MNGT 346 • Organizational Behavior (3 units)
Prerequisite: MNGT 325. Integrates the psychological and sociological aspects of human behavior as they relate to management of domestic and global organizations. Focus is on individual, group, and organizational behavior. Topics include communication, motivation, group dynamics, leadership, power, reward systems, organizational structure, and managing conflict and change.

MNGT 347 • Leadership and Quality Management (3 units)
Prerequisite: MNGT 325. Explores the multifaceted world of leadership problem-solving and operations management together with their contemporary application. It focuses on the ongoing developments of analytical and strategic thinking and its relevance from a Quality Management perspective.

MNGT 420 • International Management (3 units)
Prerequisite: MNGT 325. Focuses on the management of international enterprises. Topics include globalization and worldwide developments; the political, legal, and technological environment; international strategic management; and communication, motivation, and leadership across cultures.

MNGT 452 • Summer Study Tours (1-8 units)
Prerequisite: Permission of the 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, 1 unit per week of travel.

MNGT 457 • Semester Study Abroad (Not to exceed 16 units)
Prerequisite: Approval of the Chair.

MNGT 470 • Special Topics (1-3 units)
Prerequisite: Permission of instructor and Chair may be required. Study of a special topic in one of the fields of management. May be repeated for credit provided topics are dissimilar.

MNGT 490 • Seminar (1-3 units)
Prerequisite: Permission of instructor and Chair may be required. Mutual investigation of one topic in management of particular relevance to upper division majors. May be repeated for credit provided topics are dissimilar.

MARKETING COURSES

MRKT 322 • Direct and Interactive Marketing (3 units)
Prerequisite: MRKT 360; MRKT 369 recommended. Principles and strategies for direct and Internet marketing. Includes study of techniques and methodology for maximizing effectiveness of programs. Integrated with overall marketing plan development.

MRKT 360 • Principles of Marketing (3 units)
Prerequisite: BUSN 165C or MATH 145C or MATH 265C; ACCT 220, BUSN 215 and BUSN 216 recommended. Studies marketing and marketing strategy from a managerial approach. It explores placing products and services in markets at a fair price while meeting customer expectations. The course builds upon the classical "four Ps" theory, and examines marketing's contemporary ideas and practices.

MRKT 362 • Advertising and Promotion (3 units)
Prerequisite: MRKT 360; MRKT 369 recommended. Advertising and promotion principles and concepts. Includes practical application of textbook learning. Creative development of TV, radio and print advertising, and consumer promotions. Development of advertising, media, and promotion plans.

MRKT 365 • Marketing Research (3 units)
Prerequisite: MRKT 360; MATH 265C recommended. 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 units)
Prerequisite: MRKT 360 and MNGT 325. Probes and identifies responses and conduct of potential consumers to the various stimuli generated in the media.

MRKT 367 • Multinational Marketing (3 units)
Prerequisite: MRKT 360. Models for delivery of international promotions are studied with an emphasis upon cross-cultural considerations and complications.

MRKT 368 • Retailing and Merchandising (3 units)
Prerequisite: MRKT 360; MRKT 369 recommended. 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 units)
Prerequisite: MRKT 360. 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 464 • Strategic Marketing (3 units)
Prerequisite: ACCT 321 or FINC 335, MNGT 325, BUSN 316 or 317, MRKT 360 with a "C" or better. This course expands on a foundation related to the primary components of marketing including: market segmentation, research produce/service, branding, price, marketing communication, and market channel strategies. The course offers a case study approach with large and small group discussion and presentations. A mix of global, e-based, profit, non-profit, goods and services related organizations are studied. The primary focus is on application of concepts learned and stimulation of critical thinking skills such as analysis, synthesis, and evaluation.

MRKT 470 • Special Topics (1-3 units)
Prerequisite: MRKT 360 and a minimum GPA of 2.5 in marketing courses. Permission of instructor and Chair may be required. Study of a special topic in one of the fields of marketing. May be repeated for credit provided topics are dissimilar.

MRKT 490 • Seminar (1-3 units)
Prerequisite: MRKT 360 and a minimum GPA of 2.5 in marketing courses. Permission of instructor and Chair may be required. Mutual investigation of one topic in marketing or particular relevance to upper division majors. May be repeated for credit provided topics are dissimilar.

DEPARTMENT OF CHEMISTRY

Ted Lorance, 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 to prepare students for professional programs in such areas as dentistry, pharmacy, optometry, medicine, veterinary medicine, nursing, and physical therapy, and to prepare students for graduate studies in chemistry.

PROGRAM LEARNING OUTCOMES: VUSC Chemistry graduates should have:

1. Demonstrated an understanding of the major concepts, theories, and experimental evidence of and the ability to solve problems in : Analytical Chemistry, Biological Chemistry, Organic Chemistry, and Physical Chemistry.
2. Demonstrated competence in practical laboratory-based aspects of chemistry, including: basic laboratory skills, selection and use of modern instruments, proper standardization and calibration practices, and computer-based data acquisition.
3. Developed critical thinking skills and problem-solving approaches using scientific methods to: identify the relevant factors which define problems, develop and evaluate methods, employ appropriate statistical analysis and instrumentation, and draw reasonable conclusions.
4. Demonstrated the ability to identify principles in the American Chemical Society Ethics Code, recognize ethical components in complex situations, design solutions appropriate to professional standards, and practice science in a safe manner..
5. Demonstrated comprehension of chemical literature and the ability to communicate professionally about chemistry through writing in an accepted scientific format and orally in a public venue.
6. Demonstrated familiarity with the process of chemical research through the formal participation in an undergraduate research project that involved: project management, methods development, data analysis, and written contribution to the discipline in the form of a presentation or publication.

Chemistry Major Requirements 75-76 units

Students must fulfill the core requirements and the requirements for one of the two specific degrees offered.

Lower Division Chemistry Core Courses		**34 units**
CHEM 120	General Chemistry I	3 units
CHEM 120L	General Chemistry I Laboratory	1 units
CHEM 121	General Chemistry II	3 units
CHEM 121L	General Chemistry II Laboratory	1 units
CHEM 252	Analytical Chemistry	3 units
CHEM 252L	Analytical Chemistry Techniques	1 units
MATH 165C	Scientific Statistics	3 units
MATH 170	Pre-calculus	3 units
MATH 180	Calculus I	4 units
MATH 181	Calculus II	4 units
PSCI 223	Mechanics and Heat	3 units
PSCI 223L	Mechanics and Heat Laboratory	1 units
PSCI 225	Electricity, Magnetism, Sound and Light	3 units
PSCI 225L	Electricity, Magnetism, Sound and Light Lab	1 units

Upper Division Chemistry Core Courses		**22 units**
CHEM 304	Organic Chemistry I	3 units
CHEM 304L	Organic Chemistry Techniques I	1 units
CHEM 305	Organic Chemistry II	3 units
CHEM 305L	Organic Chemistry Techniques II	1 units
CHEM 308	Introduction to Spectroscopy	2 units
CHEM 430	Biochemistry	3 units
CHEM 430L	Experimental Techniques in Biochemistry	1 units
CHEM 451	P-Chemistry: Thermodynamics & Kinetics	3 units
CHEM 451L	P-Chem: Thermodynamics & Kinetics Lab	1 units
CHEM 475	Introduction to Chemical Research	1-2 units
CHEM 499C	Capstone Seminar in Chemistry	2 units

Requirements for a Bachelor of Science in Chemistry		**19-20 Units**
CHEM 410	Chemical Literature	3 units
CHEM 452	P-Chem: Quantum & Statistical Mechanics	3 units
CHEM 452L	P-Chem: Quantum/Statistical Mechanics Lab	1 units

Select one course from the following:

CHEM 435	Advanced Biochemistry	3 units
CHEM 442	Advanced Organic Chemistry	3 units
CHEM 470	Special Topics in Chemistry	3 units

And select two courses from the following:

MATH 207	Computer Programming	3 units
MATH 281	Multivariable Calculus	4 units
MATH 300	Linear Algebra	3 units
MATH 310	Differential Equations	3 units
MATH 365	Probability and Statistics	3 units
MATH 390	Numerical Analysis	3 units
PSCI 227	Modern Physics	3 units

Requirements for a Bachelor of Science in Biochemistry		**22 Units**
BIOL 121	General Botany	3 units
BIOL 121L	General Botany Lab	1 units
BIOL 131	General Zoology	3 units
BIOL 131L	General Zoology Lab	1 units
CHEM 310	Chemical Literature	3 units
CHEM 435	Advanced Biochemistry	3 units

Select two lecture/lab combinations from the following:

BIOL 220	Cell Biology	3 units
BIOL 220L	Cell Biology Lab	1 units
BIOL 311	Genetics	3 units
BIOL 311L	Genetics Lab	1 units
BIOL 440	Molecular Biology	3 units
BIOL 440L	Techniques in Molecular Biology	1 units
CHEM 452	P-Chem: Quantum & Statistical Mechanics	3 units
CHEM 452L	P-Chem: Quantum/Statistical Mechanics Lab	1 units

Requirements for a California-Certified Teaching Credential in Chemistry (5 additional units)

In addition to the Bachelor of Science in Chemistry, in which the student must choose Modern Physics as an elective, the student must take the following:

CHEM 212	Teaching Chemistry I	1 units
CHEM 214	Teaching Chemistry II	1 units
CHEM 325	History and Philosophy of Science	3 units
EDUC 315	Teaching in a Multicultural Setting	3 units

The student may forego taking a second course in advanced chemistry (CHEM 435/442/470).

Chemistry Minor Requirements		**20 Units**
CHEM 120	General Chemistry I	3 units
CHEM 120L	General Chemistry I Lab	1 units
CHEM 121	General Chemistry II	3 units
CHEM 121L	General Chemistry II Lab	1 units
CHEM 304	Organic Chemistry I	3 units
CHEM 304L	Organic Chemistry Techniques I	1 units
CHEM 305	Organic Chemistry II	3 units
CHEM 305L	Organic Chemistry Techniques II	1 units

Select one lecture/lab combination from the following:

CHEM 252	Analytical Chemistry	3 units
CHEM 252L	Analytical Chemistry Techniques	1 units
CHEM 430	Biochemistry	3 units
CHEM 430L	Experimental Techniques in Biochemistry	1 units
CHEM 451	P-Chem: Thermodynamics and Kinetics	3 units
CHEM 451L	P-Chem: Thermodynamics & Kinetics Lab	1 units

CHEMISTRY COURSES

CHEM 120 • General Chemistry I (3 units)
Prerequisite: Two years of high-school algebra. Co-requisite: CHEM 120L. Fundamental concepts including chemical reactions, stoichiometry, atomic structure, chemical bonding, changes in state, and the periodic table. Three hours lecture per week.

CHEM 120L • General Chemistry I Laboratory (1 unit)
Prerequisite: Two years of high-school algebra. Co-requisite: CHEM 120. Students will learn introductory laboratory techniques such as observation, measurement, separations, and identification of reactions. Experiments will involve concepts including: atomic structure, chemical bonding, changes in state, periodic table, oxidation, kinetics, equilibrium, thermodynamics, and electrochemistry. One 4-hour laboratory session per week. Lab fee.

CHEM 121 • General Chemistry II (3 units)
Prerequisite: CHEM 120. Co-requisite: CHEM 121L. Fundamental concepts including kinetics, equilibrium, thermodynamics, and electrochemistry. Special topics will include nuclear chemistry, transition metal periodicity and coordination compounds. Three hours lecture per week.

CHEM 121L • General Chemistry II Laboratory (1 unit)
Prerequisite: CHEM 120L. Co-requisite: CHEM 121. Students will continue their introduction to laboratory techniques including gravimetric and volumetric analysis, neutralization, and catalysis. Experiments will involve the concepts including: atomic structure, chemical bonding, changes in state, periodic table, oxidation, kinetics, equilibrium, thermodynamics, and electrochemistry. One 4-hour laboratory session per week. Lab fee.

CHEM 211 • Environmental Chemistry (3 units)
Prerequisites: One year of high school algebra. An application of basic principles of chemistry to issues encountered in everyday living. Topics such as fuels, pollution, food, use and abuse of drugs, agricultural chemicals, plastics, synthetic fibers, chemicals in the home, and chemical technology will be covered. This course is recommended for Liberal Studies majors. This course fulfills the core curriculum lecture requirement in natural science. Three hours lecture per week.

CHEM 211L • Environmental Chemistry Laboratory (1 unit)
Co-requisite: CHEM 211. An introduction to chemical laboratory practice and techniques, with experiments designed to reinforce and illustrate those topics covered in CHEM 211. This course fulfills the core curriculum laboratory requirement in natural science. One four-hour laboratory session per week. Lab fee.

CHEM 212, 214 • Teaching Chemistry I, II (1 unit each)
Prerequisite: CHEM 121; Co-requisite: EDUC 315. This course will cover the design of chemistry laboratory experiments to demonstrate and foster the understanding of important chemical principles. Students will both design experiments and analyze experiments from a standard experimental text to determine which principles the experiment is designed to demonstrate. Particular attention will be paid to issues of safety both in the execution of an experiment and in the determination of its suitability for student involvement. In addition to three hours of lab per week, three mandatory visitations to a 6th-12th grade chemistry class per semester (at a public school) will be required. The students will provide oral and written reports on their experiences in the field visitations. Two semester sequence. Lab fee.

CHEM 222 • General, Organic, and Biochemical Chemistry (3 units)
Co-requisite: CHEM 222L. The course considers selected topics in general, organic, and biochemistry as these areas relate to the health sciences. It is the intent of the course to impart to the student an understanding of the attitudes, methods, and theories by which chemistry attempts to explain basic chemical phenomena within the body. Three hours lecture per week.

CHEM 222L • General, Organic, and Biochemical Chemistry Laboratory (1 unit)
Co-requisite: CHEM 222. This is the complementary laboratory course for CHEM 222. Lab fee.

CHEM 252 • Analytical Chemistry (3 units)
Prerequisites: CHEM 120/L, CHEM 121/L. Co-requisite: CHEM 252L. The theory of and techniques for calculations pertaining to classical gravimetric and volumetric methods, theory and techniques of separation, and an introduction to instrumental methods. Three hours lecture per week. Alternate years.

CHEM 252L • Analytical Chemistry Techniques (1 unit)
Prerequisites: CHEM 120/L, CHEM 121/L; Co-requisite: CHEM 252. Laboratory experiments in classical gravimetric and volumetric methods, techniques of separation, and an introduction to instrumental methods. One four-hour laboratory session per week. Lab fee. Alternate years.

CHEM 304 • Organic Chemistry I (3 units)
Pre-requisites: CHEM 120/L, CHEM 121/L. Co-requisite: CHEM 304L. This course is designed to introduce students to organic chemistry. The following topics will be covered: bonding and atomic theory, nomenclature, stereochemistry, functional groups, substitution reactions, elimination reactions, and both electrophilic addition and aromatic substitution reactions. Students will develop a mastery of organic functional groups and nomenclature, an understanding of basic organic reaction mechanisms, a familiarity with common organic reactions, and an appreciation for the importance of organic chemistry in other disciplines. The student will be prepared to continue their education in organic chemistry in the sequential course (CHEM 305). Three hours of lecture per week.

CHEM 304L • Organic Chemistry Techniques I (1 unit)
Pre-requisites: CHEM 120/L, CHEM 121/L. Co-requisite: CHEM 304. This is the complementary laboratory course for CHEM 304. This course is designed to develop basic skills and techniques for practical application of the general principles of organic chemistry. The development of a safe approach to lab experimentation will be stressed. Four-hour laboratory session per week. Lab fee.

CHEM 305 • Organic Chemistry II (3 units)
Pre-requisite: CHEM 304/L. Co-requisite: CHEM 305L. This course is designed as a continuation of the study of organic chemistry. Students will be introduced to various topics in organic chemistry including: organic oxidations and reductions, carbonyl chemistry, amines, carboxylic acids and their derivatives, organic mechanisms and various biological molecules and building blocks. Three hours of lecture per week.

CHEM 305L • Organic Chemistry Techniques II (1 unit)
Pre-requisites: CHEM 304/L. Co-requisite: CHEM 305. This is the complementary laboratory course for CHEM 305. This course is designed to develop basic skills and techniques for practical application of the general principles of organic chemistry including identification of unknowns and multi-step synthesis. The development of a safe approach to lab experimentation will be stressed. Four-hour laboratory session per week. Lab fee.

CHEM 308 • Introduction to Spectroscopy (2 units)
Prerequisite: CHEM 304. Introduction to the basic spectroscopic techniques of organic chemistry and biochemistry: infrared spectrophotometry, 1D proton and carbon NMR spectrometry, and mass spectrometry, with some discussion of UV/visible spectrophotometry and 2D NMR spectrometry. Identification of organic compounds using individual and combined spectroscopic evidence. Two hours of lecture per week.

CHEM 310 • Chemical Literature (3 units)
Pre-requisite: Consent of the instructor. A survey of chemical literature, methods of its use, and the study of and reports on specific literature topics. Emphasis on complete and accurate bibliographical searches and proper journal writing form and technique. This course satisfies the Core Curriculum ENGL 220C requirement. Assigned library time and individual conferences with the instructor each week.

CHEM/BIOL 325 • History and Philosophy of Science (3 units)
Prerequisites: BIOL 121 or BIOL 131; CHEM 121; and PSCI 223, PSCI 225, 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 liberal studies majors and those planning to teach physical or biological sciences in secondary schools. Three hours of lecture per week.

CHEM 430 • Biochemistry (3 units)
Pre-requisite: CHEM 305/L. Co-requisite: CHEM 430L. This course covers topics at the interface of chemistry and biology with a focus on problems where chemistry has made a particularly strong contribution to the understanding of biological system mechanisms. The chemical reactions important to biology – and the enzymes that catalyze these reactions – are discussed in an integrated format. Topics include: the chemistry & biosynthesis of carbohydrates, proteins and nucleic acids; protein folding; enzyme catalysis; bioenergetics; key reactions of synthesis and catabolism; and chemical aspects of signal transduction. An appreciation for the increasing importance of biochemistry in the chemical sciences will be cultivated. Three hours of lecture per week. Alternate years.

CHEM 430L • Experimental Techniques in Biochemistry (1 unit)
Pre-requisite: CHEM 305/L. Co-requisite: CHEM 430. This is the complementary laboratory course for CHEM 430. This course is designed to enhance the basic skills and techniques learned in the previous foundational experimental chemistry courses. This course focuses on modern biochemical techniques including the operation of chromatographic and spectroscopic instruments used in the practical application biological chemistry. The development of a safe approach to lab experimentation will be stressed. Four-hour laboratory session per week. Lab fee. Alternate years.

CHEM 435 • Advanced Biochemistry (3 units)
Prerequisite: CHEM 430. Advanced Biochemistry provides an in depth view of biosynthesis, the biochemistry of muscle action, hormones and their function, active transport, organ interrelationship in metabolism, oncology, the structure of genetic material and replication and expression of DNA. Other topics of interest may be covered. Three hours of lecture per week. Alternate years.

CHEM 442 • Advanced Organic Chemistry (3 units)
Prerequisite: CHEM 305. Advanced Organic Chemistry is designed to provide a bridge between introductory organic chemistry and graduate courses. The class format will involve problem solving and discussion, culminating in a term paper in which the student proposed an original synthesis. Emphasis is placed on nomenclature, stereochemistry, functional group transformations, multistep syntheses, reaction mechanisms, aromaticity, pericyclic reactions, and various physical influences on organic reactions.

CHEM 451 • Physical Chemistry: Thermodynamics and Kinetics (3 units)
Prerequisites: CHEM 121, MATH 181; MATH 281 preferred. Co-requisite: CHEM 451L. Laws, principles and concepts of chemistry concerning the properties of gases, the laws of thermodynamics, the theory and equations of phase changes in both pure and mixed substances, chemical equilibrium, equilibrium electrochemistry, molecular motion and diffusion, and both classical and molecular chemical kinetics. Three hours lecture per week. Alternate years.

CHEM 451L • Physical Chemistry: Thermodynamics and Kinetics Laboratory (1 unit)
Prerequisite: CHEM 252/L. Co-requisite: CHEM 451. Experiments involving the properties of gases, the laws of thermodynamics, the theory and equations of phase changes in both pure and mixed substances, chemical equilibrium, equilibrium electrochemistry, molecular motion and diffusion, and both classical and molecular chemical kinetics. Formal journal-style reporting required. Four hours laboratory per week. Lab fee. Alternate years.

CHEM 470 • Special Topics (1-4 units)
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 inorganic chemistry, rates and mechanisms in organic chemistry, synthetic methods in organic chemistry, or other advanced topics.

CHEM 475 • Introduction to Chemical Research (1-2 units)
Prerequisite: Consent of the instructor. Problems in advanced laboratory research with emphasis on research techniques. Research is carried out under the supervision of the instructor with weekly conferences to discuss results and direction. A written report emphasizing the literature background of the problem and the experimental results is required. May be repeated for a maximum of six units. A minimum of three hours of laboratory work each week per unit. Lab fee.

CHEM 499C • Capstone Seminar in Chemistry (2 units)
Prerequisite: Senior standing or departmental approval. This course includes a senior thesis covering an approved research topic, analysis and evaluation of current research in chemistry, and the integration of faith and the chemical sciences. An oral presentation of the senior thesis in a classroom setting is required. In-class presentations by faculty and guests are part of the course. Laboratory research in an on-campus research program or an approved off-campus research program may be required for the senior thesis. This course fulfills the Core Curriculum Capstone requirement for Chemistry majors.

DEPARTMENT OF COMMUNICATION

Thomas J. Carmody, Ph.D., Chair

MISSION:

1. *Create an environment in which the student can study the principles and concepts of Communication within the context of exploring and deepening their Christian faith commitment.*
2. *Give the student an understanding of the foundational theoretical principles of Communication that in turn will have professional, social, interpersonal and general pragmatic utility.*
3. *Provide the student with a basic understanding of the depth and breadth of the discipline, and ensure they have the necessary intellectually sophisticated skills to think critically, creatively and analytically about the field.*
4. *Provide resources such as faculty mentors, guest lecturers, and technology that will deepen the students' appreciation for and knowledge of the discipline as well enriching the academic life of the university as a whole.*
5. *Impart the student with the knowledge and ability to find and utilize educational resources within and beyond the University walls to further expand knowledge after graduation*.

The communication major is divided into two concentrations: the Communication Major with a Concentration in Communication Studies and the Communication Major with a Concentration in Cinema and Digital Media.

Communication Major with a Concentration in Communication Studies

The Concentration in Communication Studies has four areas of emphasis that students can choose to pursue: Public Relations; Interpersonal/Organizational Communication, Intercultural Communication, and Journalism.

In addition to the four emphases, two opportunities also exist in the communication studies concentration. The first is the Forensics program which competes nationally in speech and debate competitions. Second, students may choose to write for the student newspaper.

The Department of Communication is a participant in the National Communication Association's Lambda Pi Eta, student honor society, 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.

Note: Students are personally responsible to meet the prerequisite requirements of any course in which they are enrolled.

All Communication majors or any student enrolled in 6 or more units of communication will be assessed a special fee each semester.

Communication Studies

Core Requirements 24 units

MATH/PSYC/		
SOCS 265C	Introduction to Statistical Methods	3 units
COMM 212	History of Communication Studies	3 units
COMM 220	Visual Storytelling	3 units
COMM 258	Christianity/Artistic Culture	3 units
COMM 273	Visual Technology	3 units
COMM 290	Introduction to Interpersonal Communication	3 units
COMM 305	Communication Theory and Research	3 units
COMM 464C	Media Criticism	3 units

Communication Studies Practicum		5 units minimum
COMM 115/315	Intercollegiate Forensics: Individual	1 unit
COMM 116/316	Intercollegiate Forensics: Debate	1 unit
COMM 119/319	Publications: Newspaper	1 unit
COMM 450	Internship*	1-3 units
COMM 455	Communication Teaching Internship	1-6 units

*Journalism and Public Relations emphases require students to take at least 3 of their practicum units as COMM 450: Internship credits.

Intercultural Communication Emphasis 21 units

(choose 21 units)

COMM 318	Nonverbal Communication	3 units
COMM 345	Intercultural Communication	3 units
COMM 374	Gender Communication	3 units
COMM 376	Interracial Communication	3 units
COMM 447	Ethnographic Communication Research	3 units
COMM 452	Advanced Interpersonal Communication	3 units
ANTH 440	Culture, Personality and the Individual	3 units
ICST 454	Principles and Methods of Intercultural Ministry	3 units

Public Relations Emphasis 21 units

(choose 21 units)

COMM 331	Television Advertising	3 units
COMM 378	Public Relations: Corp. Comm., Info. Mgt.	3 units
COMM 380	Public Relations: Corp. Comm., Proj. and Campaigns	3 units
COMM 445	Persuasion	3 units
COMM 451	Motion Graphic Design	3 units
MRKT 360	Principles of Marketing	3 units
MRKT 362	Advertising and Promotion	3 units
MRKT 365	Marketing Research	3 units
MRKT 369	Consumer Behavior	3 units

Interpersonal/Organizational Communication Emphasis 21 units

(choose 21 units)

COMM 333	Small Group Leadership	3 units
COMM 345	Intercultural Communication	3 units
COMM 364	Organizational Communication	3 units

COMM 374	Gender Communication	3 units
COMM 376	Interracial Communication	3 units
COMM 445	Persuasion	3 units
COMM 447	Ethnographic Communication Research	3 units
COMM 452	Advanced Interpersonal Communication	3 units

Journalism Emphasis 21 units

(choose 21 units)

COMM 119	Publications: Newspaper	1 unit
COMM 222	Photography	3 units
COMM 320	Journalism	3 units
COMM 351	Documentary/Ethnographic Film	3 units
COMM 362	Contemporary Issues in Public Discourse	3 units
COMM 370	Advanced Composition and Rhetoric	3 units
COMM 376	Interracial Communication	3 units
COMM 378	Public Relations: Corp. Comm., Info. Mgmt.	3 units
COMM 380	Public Relations: Corp. Comm., Proj. and Campaigns	3 units
COMM 445	Persuasion	3 units
COMM 447	Ethnographic Communication Research	3 units
ENGL 380	Advanced English Grammar	3 units

Communication Major with a Concentration in Cinema and Digital Media

The concentration in Cinema and Digital Media has two areas of emphasis that students can choose to pursue: Production and Screenwriting.

***Departmental Policy:** More and more students are entering the University with significant knowledge of graphic design applications and camera equipment. Students may want to jump-start their coursework, getting into advanced coursework upon entrance. Students who wish to opt-out of these core courses, (Visual Storytelling, Visual Technology and Digital Audio and Video Principles) must take and pass online testing for each course and must take other courses to fill these core units. These students are still required 124 units to graduate.

Cinema/Digital Media Concentration Core Requirements 34 units

MATH/PSYC/ SOCS 265C	Introduction to Statistical Methods	3 units
COMM 220	Visual Storytelling	3 units
COMM 227	Introduction to Cinema	3 units
COMM 258	Christianity/Artistic Culture	3 units
COMM 273	Visual Technology	3 units
COMM 290	Interpersonal Communication	3 units
COMM 305	Communication Theory and Research	3 units
COMM 329	Digital Audio/Video Principles	4 units
COMM 450	Internship	3 units
COMM 464C	Media Criticism	3 units
COMM 495	Senior Project (A, B, or D)	3 units

Production Emphasis 24 units

(choose 24 units)

MUSC 136	Music Theory I	3 units
MUSC 220	Introduction to MIDI	1 unit
COMM 222	Photography	4 units
COMM 309	Graphic Design	4 units
BUSN 316	Legal Aspects of the Business Practice	3 units
COMM 317	Creative Process	3 units
COMM 326	History of International Cinema	3 units
COMM 327	Directing for Film and Digital Media	3 units
COMM 331	Television Advertising	3 units
COMM 336	Screenwriting Principles	4 units
COMM 339	Producing for TV and Film	4 units
COMM 350	The Network	2 units
COMM 351	Documentary/Ethnographic Film Production	4 units
COMM 353	Cinematography	4 units
COMM 354	News, Sports, Media Broadcasting	4 units
COMM 358	Writing the Short Screenplay	3 units
MRKT 360	Principles of Marketing	3 units

MRKT 362	Advertising and Promotion	3 units
COMM 365	Sound Design	4 units
COMM 377	Animation	4 units
COMM 441	Special Effects in Motion Pictures	4 units
COMM 442	Non-Linear Editing for Motion Pictures	4 units
COMM 451	Motion Graphic Design	4 units
COMM 457	Game Design and Development	4 units
COMM 459	Film Production	4 units
COMM 462	High Definition Production	4 units
COMM 470	Special Topic	4 units
COMM 483	The Recording Studio in Production	4 units
COMM 478	Filmmaker Series (repeatable)	3 units

Screenwriting Emphasis — 24 units

(choose 24 units)

COMM 317	Creative Process	3 units
COMM 326	History of International Cinema	3 units
COMM 331	Television Advertising	3 units
COMM 336	Screenwriting Principles	4 units
COMM 350	The Network	2 units
COMM 351	Documentary/Ethnographic Production	4 units
COMM 358	Writing the Short Screenplay	3 units
COMM 457	Game Design and Development	4 units
COMM 459	Film Production	4 units
COMM 478	Filmmakers Series (repeatable)	3 units
ENGL 360	Dramatic Literature: Script Analysis	3 units
ENGL 438	Creative Writing Workshop	3 units

COMMUNICATION COURSES

COMM 115 • Intercollegiate Forensics: Individual (1 unit)

Prerequisite: Permission of Instructor. As part of the forensics (speech and debate) team this course offers training and experience in individual events for the purpose of intercollegiate competition. More hours are required than listed in catalog. May be repeated up to four units.

COMM 116 • Intercollegiate Forensics: Debate (1 unit)

Prerequisite: Permission of Instructor. As part of the forensics (speech and debate) team this course offers training and experience in parliamentary debate for the purpose of intercollegiate competition. More hours are required than listed in the catalog. May be repeated up to four units.

COMM 119 • Publications: Newspaper (1 unit)

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 201C • Speech Composition and Presentation (3 units)

This course is designed to provide the student with a general working knowledge of the fundamentals of speech communication. General requirements for speech preparation, composition and presentation will be covered. A foundation will be established upon which further speech development may transpire. Lab fee.

COMM 212 • History of Communication Studies (3 units)

A historical and interdisciplinary analysis of the development of communication and arts theories, concepts and practices from the classical rhetorical tradition to the present.

COMM 220 • Visual Storytelling (3 units)

An introduction to story structure, this course focuses on envisioning story ideas and developing those ideas into written formats for the screen.

COMM 222 • Photography (4 units)

Prerequisite: Communication major or Permission of instructor. The science of film's physical and compositional structure, the zone system, the measurement of light, experimentation with filters and exposure; all explored in depth with the still film camera. Lab Fee.

COMM 223 • Oral Interpretation of Literature (3 units)
This course is designed to introduce the student to the theory and practice of communicative reading performance. This course will provide the student with a focused view on analysis and oral interpretive performance of the literary forms of prose, drama, and poetry.

COMM 227 • Introduction to Cinema (3 units)
An introduction to the origination and development of motion picture images, this course offers a historical timeline approach to significant contributions in cinema style and artistic aesthetic.

COMM 258 • Christianity/Artistic Culture (3 units)
Combines film screening, critical analysis and theory to enable students to examine morality, ethics and screen portrayals pertaining to Christianity, gender, and ethnicity. The aim is to motivate students toward personal accountability and responsibility, as well as creative refinement and sophistication when producing media content.

COMM 273 • Visual Technology (3 units)
An introduction to the technological necessities of the Communication major. This course equips the student for future communication classes regardless of concentration or emphasis. Lab Fee.

COMM 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. This course does not fulfill a core curriculum requirement.

COMM 291, 292, 293 • Special Topic (1, 2, 3 units)
Study of a special topic in communication. May be repeated for credit.

COMM 305 • Communication Theory and Research (3 units)
Prerequisite: MATH/PSYC/SOCS 265C. Survey of classical and contemporary theories of communication. Special emphasis is placed upon reading, understanding, and conducting communication research.

COMM 309 • Graphic Design
Students will learn industry standard graphics programs to create and develop visually invigorating work. Project management, presentational design, web design are elements of crucial engagement for this course.

COMM 315 • Intercollegiate Forensics: Individual (1 unit)
Prerequisite: Permission of Instructor. As part of the forensics (speech and debate) team this course offers training and experience in individual events for the purpose of intercollegiate competition. More hours are required than listed in catalog. May be repeated up to four units

COMM 316 • Intercollegiate Forensics: Debate (1 unit)
Prerequisite: Permission of Instructor. As part of the forensics (speech and debate) team this course offers training and experience in parliamentary debate for the purpose of intercollegiate competition. More hours are required than listed in the catalog. May be repeated up to four units.

COMM 317 • Creative Process—Theory and Practice (3 units)
This course will consider the theory and practice of creative communication. It will focus on creative problem-solving strategies and on sharpening communication skills to stimulate higher levels of creativity.

COMM 318 • Nonverbal Communication (3 units)
This course will serve as an introduction to nonverbal communication in everyday interaction. That includes the scholarship and research supporting our understanding of nonverbal communication to improve the student's knowledge as a communication expert. Aspects of body movement, facial expressions, eye behavior, physical appearance, voice, touch, space, smell, time and environmental features will be examined. Emphasis will also be placed on the intercultural dimension of nonverbal communication.

COMM 319 • Publications: Newspaper (1 unit)
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 units)
Prerequisite: ENGL 120C. Fundamentals of writing and publication, including editing and administration, news gathering, feature writing, editorials, advertising, and the problems of publishing.

COMM 326 • History of International Cinema (3 units)
An introduction to diverse talents of cinema in many different cultures, particularly major Japanese, Russian, German, Indian, Swedish, French, Italian and Latin American contributions to the world of film over the last century.

COMM 327 • Directing for Film and Digital Media (3 units)
Prerequisite: COMM 329. An in-depth study of the professional craft of directing. This course offers insights into the development of an actor's vocabulary, script analysis, handling pressure on-set, conflict management, communicating a vision, and trusting your filmmaking intuition.

COMM 329 • Digital Audio and Video Principles (4 units)
Prerequisite: COMM 220 and COMM 273. An introduction to pre-production, crew responsibilities, equipment rental, single camera operation, basic non-linear editing, field recording and post-production sound. This class includes lectures, screenings and hands-on assignments. Lab Fee.

COMM 331 • Television Advertising (3 units)
Prerequisite: COMM 273. A survey of the advertising industry with emphasis on the role of television as an advertising medium. Students will research, design, and present an advertising campaign.

COMM 333 • Small Group Leadership (3 units)
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 336 • Screenwriting Principles (3 units)
Prerequisite: COMM 220. This course will focus on screenwriting fundamentals. Students are introduced to the craft, taught basic screenplay format and over the course of the semester, students write the first act of a feature screenplay. Lab Fee.

COMM 339 • Producing for Television and Film (3 units)
Prerequisite: COMM 329. Exploration of the role of the independent producer and how a concept is taken through the steps of development, financing, scheduling, production, marketing, and distribution.

COMM/ICST 345 • Intercultural Communication (3 units)
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 and situations specific to such communicative settings and proposed solutions to those problems.

COMM 350 The Network (2 units)
Prerequisite: COMM 329. Through the lens of traditional network programming, students learn the development, testing, production and advertising needed to create successful programming in the online technological frontier.

COMM 351 • Documentary / Ethnographic Film Production (4 units)
Prerequisite: COMM 329. An introduction to the history of documentary filmmaking, an emphasis on camera frame choices, the interview process, choosing subjects wisely and the gender, historical and cultural significance of creating ethnographic film.

COMM 353 • Cinematography (4 units)
Prerequisite: COMM 329. Hands-on intensive training and experimentation with 8mm and 16mm motion picture camera and film stocks, with an emphasis on set production roles and lighting techniques. Lab Fee.

COMM 354 • News, Sports, and Media Broadcasting (4 units)
Prerequisite: COMM 329. Students will gain performance, writing and producing skills in news anchoring, reporting, interviewing in the sports and broadcast media arena. Important events in broadcasting history, industry terminology and networking in the broadcasting arena will be seen via actual footage analyzed and discussed. Assignments include conducting talk shows, hosting, news team anchoring, and live video broadcast. Lab Fee.

COMM 358 • Writing the Short Screenplay (3 units)
Prerequisite: COMM 329 and COMM 336. Students will learn to economize and tell a story within a very restrictive set of parameters. Students will pitch their screenplays and one will be chosen to be made into a 16mm short in Film Production.

COMM 362 • Contemporary Issues in Public Discourse: Religious, Political and Social Issues Communication (3 units)
Critical analysis of the rhetorical nature of various forms of religious political and social issues communication found in contemporary American society. Topics include: Current evangelistic movements, religious personalities, political communication in modern presidential administrations, political personalities, abortion, and euthanasia rhetoric.

COMM 364 • Organizational Communication (3 units)
This course examines the inter-relationships between management and communication theories. The microsystems and macrosystems within an organization are emphasized in terms of intrapersonal, interpersonal, small group and organizational communication theories.

COMM 365 • Sound Design (4 units)
Prerequisites: COMM 329. This course is an exploration into the orchestration of the diagetic and non-diagetic sound elements created for a film.

COMM/ENGL 370 • Advanced Composition and Rhetoric (3 units)
Prerequisite: ENGL 220C and ENGL 240. This course is designed to acquaint students with a wide range of classical and contemporary strategies for writing purposeful and persuasive prose. This course equips students with options for writing the formal essay or article, the personal essay, and even the resume and cover letter. Students study classical rhetoric, examine the rules of logic and its failings in logical fallacies, and refine their ability to use correct style and grammar in a wide variety of contexts, including oral presentations.

COMM 374 • Gender Communication (3 units)
This course examines the connections between language use and gender. Current research will be studied and topics may include: Conversational interactions, power, inequality and public versus private language use.

COMM 376 • Interracial Communication (3 units)
Surveys how race influences the communication process. This course deals with major issues of race and ethnic relations and how each affects interracial communication are considered. Major theories of interracial communication, the universal human processes which contribute to racial differences, and the practical approaches to communicating more effectively with persons from the other and same races.

COMM 377 • Animation (4 units)
Prerequisite: COMM 329. The history, technique and creation of animation, this course includes flip book, clay, collage, drawing workshops, traditional cell animation, flash animation and an introduction to 3-D. Students do not have to "know how to draw" in order to take this course. Lab Fee.

COMM 378 • Public Relations: Corporate Communication, Information Management (3 units)
This course examines the management and control of information within a corporate body. Students will deal with single concepts, such as shaping and producing highly focused advertisement, press releases, fact sheets, backgrounders, etc. Students will be expected to create and present detailed approximations of final, printed projects sufficiently clear and detailed as to convince a client of the viability of the various solutions.

COMM 380 • Public Relations: Corporate Communication, Projects and Campaigns (3 units)
This course examines corporate projects and campaigns. Students will deal with complex issues and the development of crisis management responses, delta management, downsizing, marketing strategies, new product roll-outs, and customer-employee communication.

COMM 403 • Readers Theatre (3 units)
This course focuses on group reading performance and scriptwriting for group performance. Topics discussed: Readers Theatre for the church, Interviewing/Ethnographic Practice and writing the ethnodrama, Chamber theatre for children and adults, and writing and performing personal narratives.

COMM 441 • Special Effects in Production (4 units)
Prerequisite: COMM 329. The history, theory and technique of special effects for motion pictures and digital media. Students will learn the process of optical illusions, compositing video material, working with mattes, rotoscoping, motion tracking, color matching, using models and miniatures, and keying techniques for special effects in films and digital media. Lab fee.

COMM 442 • Non-Linear Editing for Motion Pictures (4 units)
Prerequisite: COMM 329. This course offers a comprehensive approach to the theory and practice of editing motion pictures. The course will begin with the basic fundamentals of editing technique, progress through the foundations of the industry standard programs Final Cut Pro and Avid, and offer advanced digital solutions by the end of the semester. Lab Fee.

COMM 444 • Argumentation and Debate (3 units)
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 units)
Study of the research and theory of persuasion. Presentation of several persuasive speeches.

COMM 447 • Ethnographic Communication Research (3 units)
This course is designed to introduce students to the techniques, theories, and debates concerning ethnographic fieldwork and its application to the field of communication studies.

COMM 450 • Internship (1-3 units)
Prerequisite: Must have consent of instructor and Department chair. Must be in junior or senior standing. 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. May be repeated for a maximum of six units.

COMM 451 • Motion Graphic Design (4 units)
Prerequisite: COMM 273. This advanced course introduces students to title and motion graphic design for film, High Definition, and digital media. Techniques include layer-based compositing, interactive menu design and special effects.

COMM 452 • Advanced Interpersonal Communication (3 units)
This course examines the pragmatic and research approaches to the study of interpersonal communication.

COMM 455 • Communication Teaching Internship (1-6 units)
Prerequisite: Open to juniors or seniors with a G.P.A. of 3.0 or above. Must have the consent of the instructor and the Department chair. Regular hours each week for classes and/or meetings are established at the beginning of the semester. The teaching intern helps an instructor in planning and conducting a course and/or research session. This course may be taken for 1-3 units per semester. May be repeated for a maximum of six units.

COMM 457 • Game Design and Development (4 units)
Prerequisite: COMM 329. An introduction to game design and development with a focus on 3D content creation, programming, and asset production. This course also focuses on the skills, mechanics and ethical aspects of mind/game play.

COMM 459 • Film Production (4 units)
Prerequisite: COMM 329. This course is an in-depth practical application of story development, the pitch process, fundraising, producing, cinematography, non-linear editing for film, sound design, and scoring in order to create one 16mm color film where each class member serves a particular crew position. Lab Fee.

COMM 462 • High-Definition Production (4 units)
Prerequisite: COMM 329. An in-depth exploration of 24p and High Definition digital video technologies, cameras, and editing processes introducing students to a professional workflow for film and commercial projects. Lab Fee.

COMM 464C • Media Criticism (3 units)
Prerequisite: COMM 305. This course is designed to provide students with a basic understanding of the nature and function of media criticism; survey of approaches, theories, and the systems of rhetorical analysis from classical to contemporary models. Practice in critical appraisal of various types of media communication.

COMM 470 • Special Topics (1-4 units)
Prerequisite: Consent of the instructor. Study of a special topic in the areas of Communication Studies and TV and Film. May be repeated for credit. May include a lab requirement and lab fee.

COMM 478 • Filmmakers Series (3 units)
Prerequisite: COMM 329. A forum and guest lecture series featuring important directors, producers, screenwriters and artists who have created a lasting artistic, ethical, social, or cultural impact on the industry. May be repeated for a maximum of 9 units.
COMM 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and Department chair. May be repeated for credit.

COMM 483 • The Recording Studio in Production (4 units)
Prerequisite: COMM 329. Hands-on-training in recording studio operation and production technique for film and digital media.

COMM 495A • Senior Project: Film (3 units)
Prerequisite: Senior standing and approval of professor. The student writes, directs, or serves in a production role (cinematographer, editor, production sound, sound designer), on a faculty approved film, video, documentary animation, or commercial project bringing it to final form for festival distribution. Lab fee.

COMM 495B • Senior Project: Reel (3 units)
Prerequisite: Senior standing. The student refines and finishes the extent of their production experience on DVD as a business card for the professional world. Lab fee.

COMM 495D • Senior Project: Script or Publication (3 units)
Prerequisite: Senior standing and approval of professor. The student creates a three-act polished screenplay or publication for distribution. Lab fee.

Los Angeles Film Studies Center (LAFSC) Courses

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

LA 325 • Internship: Inside Hollywood (6 units)
Students participate in an internship experience in some aspect of the Hollywood film or television industry. These are nonpaying positions primarily in an office setting such as development companies, agencies, producer's offices, etc. Students work 20 to 24 hours a week throughout the entire length of the semester.

LA 342 • Motion Picture Production (3 units)
This is an intense, hands-on course in short film production. Students individually write, shoot, direct, and edit their own projects. Visual storytelling is achieved through developing skills in directing, cinematography, and editing. This course is designed to enable both novice and advanced students to develop their integration of story with technical skill. This course is taught by professional, experienced Christian filmmakers with credits in the Hollywood industry.

LA 350 • Hollywood Production Workshop (4 units)
Students work collaboratively in groups to create a festival-ready piece, including all the legal documentation and rights to enable the finished production to qualify for festival submission. The course offers students the opportunity to make a motion picture production using Hollywood locations, resources, and protocol. Students participate in a competitive vetting process of scripts, pitches, and meetings much like the process of the professional industry. For example, those who want to direct submit reels for a review by a selection panel. This course

operates as a community building experience in which all students participate in at least one key role in the production process. The course also offers small group tutorials for each student's production position. The workshop environment is specifically designed to meet the needs of both novice and experienced students. The major emphases of the course are the importance of each contribution to a production, the process of production, and effective production management. This course compliments the more specialized, skill-focused, elective courses and is taught by professional, experienced Christian filmmakers with credits in the Hollywood industry.

LA 364 • Theology in Hollywood (3 units)
This course will provide students with basic theological underpinnings for their lives as entertainment artists and professionals, or as consumers. Discussions, screenings, and readings will seek to place the student's work of entertainment creation in the context of the Christian's call to serve and spread the Gospel to the whole world.

1. We will consider the intersection of cinema, entertainment, art and theology through 21st Century culture, cinema and the culture of Hollywood. Various approaches to film criticism will be considered as well as a minor emphasis given to film history out of which 21st century cinema arises. The goal is insight into the relationships between film and theology and the creation of entertainment with spiritual depth and artistic rigor.
2. We will consider the ethical issues that define the entertainment industry, the engagement and meaningful response of believers in Hollywood seeking to be "shrewd as snakes and innocent as doves."
3. Finally, we will consider the spiritual challenges of living as an apostle in the entertainment arena and explore this vocation and call.

LA 374 • Professional Screenwriting (3 units)
This is a course in 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." Whether novice or advanced, students are expected to develop and improve their skills. Emphasis is given to the role of the Christian faith and values as they relate to script content. The course is taught by a working, credited Christian screenwriter.

LA 388 • Independent Study (3 units)
This course may be set up by special request and arrangement. In order to be considered students may submit a portfolio and a project proposal. Students with approved projects will be appointed a mentor who is a professional in the Hollywood industry to supervise the project. Projects could include further development of a portfolio or reel, critical research, or a senior thesis project.

Please Note: The independent study option is not guaranteed and is intended for students with experience in a specific area of cinema or those needing to complete a senior project for graduation. The number of independent studies offered each semester will be determined by LAFSC faculty, the availability of a suitable mentor and approval from your school's film/communications department head.

DEPARTMENT OF ENGLISH

Karen Lee, Ph.D., Chair

MISSION: The English Department facilitates the rigorous study of literature and writing through Christian perspectives on ethics, imagination, diversity, and truth; informed analysis of creative literature, and advanced strategies and techniques of written communication, rhetorical analysis, aesthetic appreciation, and literary theory. The English Department promotes spiritual development through the integration of faith and learning.

English majors may choose one of two emphases within the major: literature and textual analysis or writing. The English curriculum provides a single-subject matter program approved by the California Commission on Teacher Credentialing. A minor in English is also offered.

English Major

Core Requirements — 39 to 41 units

ENGL 240	Foundations of Literary Study	3 units
ENGL 260	Survey of British Literature I	3 units
ENGL 262	Survey of British Literature II	3 units
ENGL 310	Survey of American Literature I	3 units
ENGL 311	Survey of American Literature II	3 units
ENGL 431C	Survey of World Literature I	3 units
or ENGL 432C	Survey of World Literature II	
ENGL 455	Shakespeare	3 units
ENGL 465	Theory and Criticism of Literature	3 units
or ENGL 466	Introduction to Contemporary Literary Theory and Criticism	
ENGL 499C	Capstone Seminar in English	3 units
Foreign Language (2 semesters of the same foreign language)		6-8 units
Choose two of the following writing courses:		6 units
ENGL 210	Technical Writing	
ENGL 320	Journalism	
ENGL 350	Creative Writing	
ENGL 370	Advanced Composition and Rhetoric	
ENGL 380	Advanced English Grammar	
ENGL 438	Creative Writing Workshop	
ENGL 442	Playwriting	
ENGL 451	Writing Internship	
ENGL 453	Language, Culture and Linguistics	
ENGL 460	Professional Writing	
ENGL 486	Advanced Research Methods	

In addition to the English Major Core Requirements, each student is required to take 12 additional units of upper division courses to be chosen from the English Department curriculum, according to one of the two emphases within the major.

Literature & Textual Analysis Emphasis Requirements — 12 units

Choose 12 units from the following courses:

ENGL 325	Period Focus	3 units
ENGL 335	Genre Focus	3 units
ENGL 360	Dramatic Literature: Script Analysis	3 units
ENGL 425	Author Focus	3 units
ENGL 444	Culture Focus	3 units
ENGL 464	Thematic Focus	3 units
ENGL 486	Advanced Research Methods	3 units

Writing Emphasis Requirements — 12 units

Choose 12 units from the following courses:

ENGL 350	Creative Writing	3 units
ENGL 370	Advanced Composition and Rhetoric	3 units
ENGL 380	Advanced English Grammar	3 units
ENGL 438	Creative Writing Workshop	3 units
ENGL 442	Playwriting	3 units

Single Subject Teaching Requirements 12 units

Building on the common courses and seminars, these students should choose twelve units of an emphasis from the English curriculum according to the CTC-approved subject matter program, available in the English Department.

English Minor

The English minor consists of 21 units in English. Students may choose courses according to their interest. ENGL 120C, ENGL 111, and ENGL 220C do not count towards the minor.

ENGLISH COURSES

ENGL 120C • Persuasive Writing (3 units)
Exposition and argument at the college level. The course emphasizes writing, revising and editing, reading, research skills, and mechanics. Course must be passed with a "C" (not "C-") or better to enroll in ENGL 220C. Students with a 570 Verbal SAT score of 570 or higher or an ACT score of 28 or higher may place out of this course into ENGL 220C.

ENGL/MATH 210 • Technical Writing (3 units)
Prerequisite: ENGL 120C and ENGL 220C. Technical Writing helps students produce reports in technical disciplines such as computer science, mathematics, or biology. Students will write resumes, cover letters, proposals, progress reports, and long reports for a technical discipline. Students will also make oral presentations of their writing.

ENGL 220C • Researched Writing (3 units)
Prerequisites: ENGL 120C and, when required, a passing grade in ENGL 111. Interpretive and analytic writing, including several problem-solving research-based papers investigating topics related to class themes. The course emphasizes writing, revising and editing, reading, analytical skills, and computer technology (word processing, Internet research) and reinforces those skills learned in ENGL 120C. Taught in the computer lab. Must be passed with a "C" (not "C-") or better to fulfill the core curriculum requirement. Students may receive credit for English 220C by taking research and writing courses offered by departments other than English that meet standards set and approved by the Core Curriculum Committee.

ENGL 240 • Foundations of Literary Study (3 units)
Prerequisite: ENGL 120C or consent of instructor. Introductory course for the English major covering the tools and concepts necessary to the understanding and interpretation of literature. Offered in tandem with ENGL 499C. This course is a prerequisite for all upper division courses in English and must be taken prior to or concurrent with the other courses in the major. All English majors are required to take ENGL 240 as a substitution for ENGL 300C the core curriculum requirement in literature.

ENGL 260 • Survey of British Literature I (3 units)
A historical survey of English prose, poetry, and drama, from Beowulf to the Neo-Classic period. This course involves classroom discussion, quizzes, texts, papers, and group presentations using computer aided support and other graphics to illustrate results of library research on each group's assigned author or topic.

ENGL 262 • Survey of British Literature II (3 units)
A historical survey of English prose, poetry, and drama, from the Romantic period to the present. This course involves classroom discussion, quizzes, texts, papers, and group presentations using computer aided support and other graphics to illustrate results of library research on each group's assigned author or topic.

ENGL 300C • Literary Perspectives (3 units)
Introduces the student to a variety of literary genres as well as diverse authors, cultures, and experiences. Students engage in classroom discussion, write papers, and take a variety of quizzes and exams. This course is designed for non-English majors and is not to be taken by English majors as a substitute for ENGL 240.

ENGL 310 • Survey of American Literature I (3 units)
Prerequisite: ENGL 240. A historical survey of American prose and poetry from the Colonial Period to 1865. This course does not fulfill a core curriculum requirement.

ENGL 311 • Survey of American Literature II (3 units)
Prerequisite: ENGL 240. A historical survey of American prose and poetry from 1865 to the present. This course does not fulfill a core curriculum requirement.

ENGL/EDUC 315 • Teaching English in a Multicultural Setting (3 units)
Prerequisite: ENGL 240. Students seeking to complete the subject matter program in English must take this class as part of that program to ensure that they are integrating literary content with their pedagogical experience. 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 30 hour 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. Lab fee.

ENGL/COMM 320 • Journalism (3 units)
Prerequisite: ENGL 120C. Fundamentals of writing and publication, including editing and administration. News gathering, feature writing, editorials, advertising, and the problems of publishing.

ENGL 325 • Period Focus (3 units)
Prerequisite: ENGL 240. The study of the literary output of a particular period. The period will vary according to the instructor, but the class might cover the literature of Romanticism, Modernism, the Medieval period, the Eighteenth Century, or the Latin American Boom. May be repeated for credit.

ENGL 335 • Genre Focus (3 units)
Prerequisite: ENGL 240. The study of the development and variations of a particular literary form. The genre will vary according to the instructor, but the class might cover the novel, short story, poetry, or autobiography. May be repeated for credit.

ENGL 340 • Children's Literature (3 units)
Prerequisite: ENGL 240 or equivalent. Reading and evaluating literature written especially for children—includes a historical as well as a genre approach.

ENGL 350 • Creative Writing (3 units)
Prerequisite: ENGL 240 or consent of the instructor. Students learn and implement the basic techniques and theory specific to the three genres: fiction, poetry, and drama. Lecture and workshop combined.

ENGL/THEA 360 • Dramatic Literature: Script Analysis (3 units)
Prerequisite: ENGL 240. 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 units)
Prerequisite: ENGL 220C and ENGL 240. This course is designed to acquaint students with a wide range of classical and contemporary strategies for writing purposeful and persuasive prose. This course equips students with options for writing the formal essay or article, the personal essay, and even the resume and cover letter. Students study classical rhetoric, examine the rules of logic and its failings in logical fallacies, and refine their ability to use correct style and grammar in a wide variety of contexts, including oral presentations.

ENGL 380 • Advanced English Grammar (3 units)
Prerequisite: ENGL 220C and ENGL 240. 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 units)
Prerequisite: THEO 103C. 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 425 • Author Focus (3 units)
Prerequisite: ENGL 240. The intensive study of the literary achievement of a single author. Content will vary according to instructor, but might include Margaret Atwood, Jorge Luis Borges, William Faulkner, James Joyce, C. S. Lewis, Clarice Lispector, John Milton, Toni Morrison, J. R. R. Tolkien, or Mark Twain. May be repeated for credit.

ENGL 431C • Survey of World Literature I (3 units)
Prerequisite: ENGL 240 or consent of instructor. An examination of the contours of international literature, including European, African, Asian, and Latin American literature up to the European Renaissance. This course may fulfill the core curriculum requirement in literature for non-English majors but is not recommended for students with a limited background in literature.

ENGL 432C • Survey of World Literature II (3 units)
Prerequisite: ENGL 240 or consent of instructor. An examination of the contours of international literature, including European, African, Asian, and Latin American literature from the European Enlightenment to the present. This course may fulfill the core curriculum requirement in literature for non-English majors but is not recommended for students with a limited background in literature.

ENGL 438 • Creative Writing Workshop (3 units)
Prerequisite: ENGL 240 and ENGL 350. The theory and practice of writing a particular literary genre. Genre will vary according to the instructor, but might include screenwriting, poetry, or the short story. May be repeated for credit.

ENGL/THEA 442 • Playwriting (3 units)
Prerequisite: ENGL 240 and ENGL 350. Development of scriptwriting 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.

ENGL 444 • Culture Focus (3 units)
Prerequisite: ENGL 240. The specialized study of the creative expression of a particular cultural group, including written, oral, visual, musical, and performative creative traditions. Content will vary according to instructor, but might include Women writers, African American literature, Asian American, Native American literature, or the literature of Ireland, with commensurate critical approaches. May be repeated for credit.

ENGL 450 • Internship: Teaching English (1-3 units)
Prerequisite: ENGL 240. Open to seniors with a grade point average of 3.0 or above. The student selects and attends the sessions of an English 120C, 220C or 300C 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 units)
Prerequisite: ENGL 240 and 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/SPAN 453 • Language, Culture, and Linguistics (3 units)
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 units)
Prerequisite: ENGL 240. Reading Shakespeare's major works of drama and poetry within the historical and cultural context of the Renaissance.

ENGL 460 • Professional Writing (3 units)
Prerequisite: ENGL 120C, ENGL 220C and ENGL 240. Professional Writing helps students produce letters and various reports for a variety of business contexts such as business management, real estate, or sales. Students will write resumes, cover letters, proposals, progress reports, long reports, and letters for business contexts as well as church settings. Students will also make oral presentations of their writing.

ENGL 464 • Thematic Focus (3 units)
Prerequisite: ENGL 240. The in-depth comparative study of a particular literary theme or topic from several perspectives. Texts may be chosen from a variety of genres including prose, poetry, drama, and theory; they may also come from differing cultures and periods. Content will vary according to instructor but might include Christianity, translation studies, deconstruction, or feminist thought.

ENGL 465 • Theory and Criticism of Literature (3 units)
Prerequisite: ENGL 240. A historical survey of literary theory from the time of Plato to the era of T. S. Eliot. This course provides a solid foundation for understanding literary approaches used until the mid-twentieth century and prepares students for ENGL 466. This course fulfills departmental requirements for literary theory or for upper division English electives.

ENGL 466 • Introduction to Contemporary Literary Theory and Criticism (3 units)
Prerequisite: ENGL 240. 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 units)
Prerequisite: ENGL 240 and 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 units)
Prerequisites: ENGL 240 and junior or senior status with a 3.0 GPA; consent of the instructor and department chair. May be repeated for credit.

ENGL 486 • Advanced Research Methods (3 units)
Prerequisite: ENGL 240. Students will develop advanced techniques in literary research including computerized research, textual analysis, scholarly methodology and bibliography.

ENGL/THEO 489 • C.S. Lewis Seminar II (3 units)
Prerequisite: ENGL 389 or consent of the instructor. Further study of the writings of C.S. Lewis emphasizing his articulation and defense of the Christian faith.

ENGL 499C • Capstone Seminar in English (3 units)
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. Students serve as the editorial board for the university's literary journal. This course fulfills the Core Curriculum Capstone requirement for English majors.

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.

In addition to the History/Political Science major, both a minor and a Teaching Emphasis in preparation for the California Teaching Credential are offered.

History/Political Science Major

Core Requirements 57 units*

(*9 of the 57 units count toward Core Curriculum)

Survey of the Field		**18 units**
HIST 156C	United States History	3 units
HIST 203C	World Civilizations I	3 units
HIST 204C	World Civilizations II	3 units
POLS 155C	United States Government	3 units
HIST/POLS 262*	Research Methods in History & Political Science	3 units
SOCS 215	Principles of Economics (Macroeconomics)	3 units

*Satisfies ENGL 220C requirement.

Electives: Upper division U.S. History and Political Science† 9 units

Choose 9 units from the following courses:

HIST 310	History of Baseball	3 units
HIST 320	African-American History	3 units
HIST 350	United States Military History	3 units
HIST 352	American Religious History	3 units
HIST 355	Immigration History and Policy	3 units
HIST 360	Women in American History	3 units
HIST 363	America from Colony to Nation	3 units
HIST 370	Wars of America	3 units
HIST 373	The Good Old Days: The United States 1945-1963	3 units
HIST 374	Contemporary American History: U.S. since 1963	3 units
HIST 420	History of Pentecostalism	3 units
HIST 425	Topics in American Religious History	3 units
HIST 430	Topics in American Social History	3 units
HIST 437	The Christian Right and American Politics	3 units
HIST 450*	History Teaching Internship	1-3 units
HIST 454*	History Internship	1-3 units
HIST 456	History and Geography of California	3 units
HIST 457*	Research Assistantship	1-3 units
HIST 463	United States Diplomatic History	3 units
HIST 469	Special Topics: U.S.	3 units
POLS 301	Introduction to Political Philosophy	3 units
POLS 325	Religion and Politics	3 units
POLS 345	United States Foreign Policy	3 units
POLS 355	Immigration History and Policy	3 units
POLS 362	Constitutional Law I: National Powers	3 units
POLS 364	Constitutional Law II: Civil Rights and Civil Liberties	3 units
POLS 437	The Christian Right and American Politics	3 units
POLS 440	Contemporary American Political and Social Thought	3 units
POLS 445	Problems in Political Science	3 units

POLS 450*	Political Science Teaching Internship	1-3 units
POLS 454*	Political Science Internship	1-3 units
POLS 456	United States Congress	3 units
POLS 457*	Research Assistantship	1-3 units
POLS 468	Law and Society	3 units
POLS 469	Special Topics: U.S.	3 units
POLS 472	United States Presidency	3 units

*Maximum six hours count toward the 36-hours content requirement.

Electives: Upper division non-U.S. History and Political Science† 9 units

Choose 9 units from the following courses (at least 3 units must be non-Western: HIST 315, HIST 325, HIST 330, HIST 332, HIST 339, HIST 340, POLS 301, POLS 445, or POLS 460.)

HIST 302	Twentieth Century Europe	3 units
HIST 305	Church History	3 units
HIST 309	History of Philosophy	3 units
HIST 311	History of Philosophy	3 units
HIST 317	Modern China	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 332	History of Russia	3 units
HIST 339	Area Studies: Topical Area	3 units
HIST 340	Late Roman and Byzantine Empires	3 units
HIST 345	Modern Europe, 1648-1914	3 units
HIST 346	Ancient Greece and Rome	3 units
HIST 365	Ancient Church History	3 units
HIST 450*	History Teaching Internship	1-3 units
HIST 451	Renaissance and Reformation	3 units
HIST 454*	History Internship	1-3 units
HIST 457*	Research Assistantship	1-3 units
HIST 470	Special Topics: Non-U.S.	3 units
POLS 301	Introduction to Political Philosophy	3 units
POLS 420	Modern Political Philosophy	3 units
POLS 325	Religion and Politics	3 units
POLS 445	Problems in Political Science	3 units
POLS 450*	Political Science Teaching Internship	1-3 units
POLS 454*	Political Science Internship	1-3 units
POLS 457*	Research Assistantship	1-3 units
POLS 460	Problems of the Third World	3 units
POLS 470	Special Topics: Non-U.S.	3 units

*Maximum six hours count toward the 36-hours content requirement.

Electives: Upper division History or Political Science† 18 units

Choose 12 units from the courses listed above (unrestricted).

† Note: A minimum of 6 units in History and 6 units in Political Science must be part of the upper division electives.

Capstone Course 3 units

HIST 485C	Historiography	3 units

An exit interview is required of all graduating seniors.

History and Political Science Minor

A minor in History and Political Science may be obtained by taking 21 units of History and Political Science, 12 of which must be taken at Vanguard.

HISTORY COURSES

HIST 156C • United States History (3 units)

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 nation, and gain insight into the similarities and differences of people of different times, classes, and ethnicity. Strongly recommended as a prerequisite for upper division U.S. History courses.

HIST 203C, 204C • World Civilizations I, II (3, 3 units)

Emphasizes the development of the basic ideas, institutions, individuals, and the outstanding cultural, economic, political, and social movements that have shaped humanity from ancient times. The course divides in 1648. Students may take either course to fulfill the core curriculum requirement. Strongly recommended as a prerequisite for upper division non-U.S. History courses.

HIST/POLS 262 • Research Methods in History and Political Science (3 units)
Writing intensive class which will teach students proper research techniques and the different aspects of History and Political Science scholarship. Class will focus on how to write a major research paper, book reviews, and other scholarly works. Prerequisite for upper-division History and Political Science courses. Satisfies ENGL 220C requirement.

HIST 302 • Twentieth-Century Europe (3 units)
The history of Europe in the twentieth century and beyond, including political, military, economic, religious, social, and intellectual aspects.

HIST 309/PHIL 310, HIST/PHIL 311 • History of Philosophy (3, 3 units)
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. These courses do not fulfill a core curriculum requirement.

HIST 310 • History of Baseball (3 units)
A study of America's national pastime from its mythical beginnings to its 21st-century role in American society. Includes political, sociological, economic, literary, and statistical elements.

HIST 316/EDUC 315 • Teaching History in a Multicultural Setting (3 units)
Students seeking to complete the subject matter program in Social Science must take this class as part of that program to ensure that they are integrating historical content with their pedagogical experience. 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 30-hour 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 Single Subject Credential program Lab fee.

HIST/ANTH 317 • Modern China (3 units)
A study of the political and social history of China from the mid-nineteenth century, when European aggression forced China on a path to modernization, to the present.

HIST 320 • African-American History (3 units)
A study of the issues, events, and personalities that have shaped the African-American experience from colonial times to the present.

HIST 322 • History of England (3 units)
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 units)
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 units)
An introduction to the histories of China and Japan including institutional and cultural interactions within the region and interaction with the West.

HIST 332 • History of Russia (3 units)
Survey of Russian history since the ninth century, focusing on the period from Peter the Great to the fall of the Soviet Union. The class will focus on the political aspects of the rulers of Russia, the artistic accomplishments of the Russian people, and life in Imperial and Soviet Russia.

HIST/ANTH/ICST 339 • Area Studies: [Topical Area] (3 units)
Area Studies is an intensive examination of specific regions of the world. Each course gives a brief survey of the region with attention to cultural history, ethnicity, family structure, political organization, technology, social structure, ethnopsychology, economics and ideologies present within the region. Issues of cultural difference and commonality, regional minority sub-cultural groups, and the role that this region plays within "global" culture are also addressed. (This course may be repeated for credit.)

Areas of study in the rotation may include: Latin America, Pacific Rim, Japan, Middle East, Oceania, East Asia, South East Asia, China, Korea, Northern Africa, Sub-Sahara Africa, Eastern Europe, Western Europe, North America, and North America Diaspora.

HIST/CHIS 340 • Late Roman and Byzantine Empires (3 units)
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.

HIST 345 • Modern Europe, 1648-1914 (3 units)
Traces the development of ideas and events in Europe that shattered the old order and created modernity. Major topics include the Scientific Revolution and Enlightenment, liberal political revolutions, the industrial revolution, nationalism, and imperialism.

HIST 346 • Ancient Greece and Rome (3 units)
Neolithic background of Greece; Minoan and Mycenaean civilizations; the rise of city states, and classical Greek civilization to the Macedonian conquest of Alexander the Great. The life of post-Alexander Greek states and their collapse in the face of Roman growth. Roman civilization from republic to empire concluding with the collapse of their rule in 476 A.D. Latin culture, politics, and the growth of Christianity will be studied.

HIST 350 • United States Military History (3 units)
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/CHIS 352 • American Religious History (3 units)
A study of religious groups, institutions, and major figures in relation to American culture, from Native American religion until today. Development of religious thought, and analysis of contemporary religious scene.

HIST/POLS 355 • Immigration History and Policy (3 units)
Explores the history of immigration in the United States as well as traces the development of national immigration policy over time. In addition, the course will explore current policy issues or debates over immigration.

HIST 360 • Women in American History (3 units)
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 363 • America from Colony to Nation (3 units)
The history of the thirteen English colonies in America from their beginnings through the American revolution and ending with the conclusion of the War of 1812. This seminar class will focus on specific topics such as the growth of slavery, religion, politics, and Revolutionary War, and the constitutional debates.

HIST/CHIS 365 • Ancient Church History (3 units)
A history of the Christian church from the time of Christ until the fall of the Roman Empire in the west in 476 AD. The class will study the religious world into which Christianity was born, the growth and theology of the early church, and its relationship to the larger Roman world. Students will learn about major leaders, events, and challenges that the early church faced.

HIST 370 • Wars of America (3 units)
Examines the Civil War, World War II or the Vietnam War in depth. May be repeated for credit.

HIST 373 • The Good Old Days: The United States, 1945-1963 (3 units)
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 units)
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 units)
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 425 • Topics in American Religious History (3 units)
The class will focus on one topic particular to American religious history and study it in detail. The topics could include: women in American religious history, new religions and cults, evangelical Christian culture in America, specific religious groups such as the Puritans or evangelicals.

HIST 430 • Topics in American Social History (3 units)
Social history focuses on the lives of ordinary people and often challenges historical literature based on elite sources. This course explores major themes and topics in the social history of the United States from the colonial period to the present.

HIST/POLS 437 • The Christian Right and American Politics (3 units)
Seminar on the history and political ideology of the Christian Right from its first appearance in the 1930's until today.

HIST 450 • History Teaching Internship (1-3 units)
Prerequisite: Senior standing with GPA 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. Maximum of three units. (Maximum of six units for HIST/POLS 450, 454, and 457.)

HIST/CHIS 451 • Renaissance and Reformation (3 units)
The transition from medieval to modern civilization, emphasizing those forces and persons that brought about change in Europe's intellectual and religious outlook.

HIST/POLS 454 • History/Political Science Internship (1-3 units)
Prerequisite: Consent of the department chair. Internship with VU, local museum, archives, government office, or political campaign. Maximum of three units. (Maximum of six units for HIST/POLS 450, 454, and 457.)

HIST 456 • History and Geography of California (3 units)
A study of California from pre-Spanish times to the present, with emphasis on political, economic, and social developments and on its physical, political, and human geography.

HIST 457 • Research Assistantship (1-3 units)
Prerequisite: Consent of the instructor. Advanced work in research in History in an on-going project with the cooperation and supervision of a faculty member. Students will meet with instructor weekly to discuss findings and progress. Maximum three units. (Maximum six units of HIST/POLS 450, 454 and 457.)

HIST 463 • United States Diplomatic History (3 units)
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 469 • Special Topics: U.S. (1-3 units)
Experimental or occasional courses not offered on a regular basis. May be repeated for credit.

HIST 470 • Special Topics: Non-U.S.(1-3 units)
Experimental or occasional courses not offered on a regular basis. May be repeated for credit.

HIST 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

HIST 485C • Historiography (3 units)
A capstone course that traces the evolution of historical theory, interpretation, and practice. Seminar format. Includes focus on integration of faith and learning within the discipline. Culminates with students developing their own philosophies of history. This course fulfills the Core Curriculum Capstone requirement for History majors.

POLITICAL SCIENCE COURSES

POLS 155C • United States Government (3 units)
Designed to acquaint the student with the United States political system, including constitutional developments of the United States and of California, and stimulate reflection on the intersection of Christianity and citizenship. Strongly recommended as a prerequisite for upper-division U.S. Government classes.

POLS/HIST 262 • Research Methods in History and Political Science (3 units)
Writing intensive class which will teach students proper research techniques and the different aspects of History and Political Science scholarship. Class will focus on how to write a major research paper, book reviews, and other scholarly works. Prerequisite for upper-division History and Political Science courses. Satisfies ENGL 220 Core requirement.

POLS 301 • Introduction to Political Philosophy (3 units)
Examines perennial questions and diverse responses to political dilemmas such as liberty, equality, power, authority, justice, and law. Looks at thinkers from Plato to the present to evaluate their insights on "the good life."

POLS/AS 320 • American Studies Internship (8 units)
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. Taken in conjunction with POLS/AS 340.

POLS 325 • Religion and Politics (3 units)
Focuses on the nexus of religion and politics in contemporary life. Themes include political questions religion attempts to answer, theoretical explanations for the impact of religious beliefs on politics, and examples of religion/politics interstices.

POLS/AS 340 • American Studies Seminars (8 units)
Courses offered in Washington, D.C. as part of American Studies Program. 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. Taken in conjunction with POLS/AS 320.

POLS 345 • United States Foreign Policy (3 units)
Principles, practice, and ethical issues of United States foreign policymaking. Particular emphasis on the policymaking process.

POLS/HIST 355 • Immigration History and Policy (3 units)
Explores the history of immigration in the United States as well as traces the development of national immigration policy over time. In addition, the course will explore current policy issues or debates over immigration.

POLS 362 • Constitutional Law I: National Powers (3 units)
Explores Supreme Court case law with regard to the U.S. government's exercise of national powers such as judicial, legislative, and executive power, as well as takings clause and commerce clause power. In addition, competing theories of interpretation will be examined as frameworks for analyzing Constitutional cases.

POLS 364 • Constitutional Law II: Civil Rights and Civil Liberties (3 units)
Explores Supreme Court case law with regard to civil rights and civil liberties such as right to vote, freedom of speech, freedom of the press, freedom of religion among others. In addition, competing theories of interpretation will be examined as frameworks for analyzing Constitutional cases.

POLS 420 • Modern Political Philosophy (3 units)
A survey of political philosophy from Hegel to the present. This course will examine the philosophical origins of Marxism, fascism, and democracy and explore common themes such as the relationship of the state to the individual and modern conceptions of liberty and justice.

POLS/HIST 437 • The Christian Right and American Politics (3 units)
Seminar on the history and political ideology of the Christian Right from its first appearance in the 1930's until today.

POLS 440 • Contemporary American Political and Social Thought (3 units)
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 445 • Problems in Political Science (3 units)
Explores the practical and theoretical dilemmas of contemporary society. Possible questions to address include why some countries fail to successfully democratize, how to conceptualize and practice security in international relations, how public opinion is formed and its consequences for political participation, and how can societies and ethnic groups overcome hatred and peacefully co-exist.

POLS 450 • Political Science Teaching Internship (1-3 units)
Prerequisite: Senior standing with GPA 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. Maximum three units. (Maximum six units of HIST/POLS 450, 454 and 457.)

POLS/HIST 454 • History/Political Science Internship (1-3 units)
Prerequisite: Consent of the department chair. Internship with VU, local museum, archives, government office, or political campaign. Maximum three units. (Maximum six units of HIST/POLS 450, 454 and 457.)

POLS 456 • United States Congress (3 units)
Explores the development and operation of Congress as an institution. It also explores the nature of the members and their behavior in office. Important and timely issues relating to Congress will also be explored.

POLS 457 • Research Assistantship (1-3 units)
Prerequisite: Consent of the instructor. Advanced work in research in Political Science in an on-going project with the cooperation and supervision of a faculty member. Students will meet with instructor weekly to discuss findings and progress. Maximum three units. (Maximum six units of HIST/POLS 450, 454 and 457.)

POLS 460 • Problems of the Third World (3 units)
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/SOCI 468 • Law and Society (3 units)
Prerequisite: SOCI 100C or consent of the instructor. 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.

POLS 469 • Special Topics: U.S. (1-3 units)
Experimental or occasional courses not offered on a regular basis. May be repeated for credit.

POLS 470 • Special Topics: Non-U.S. (1-3 units)
Experimental or occasional courses not offered on a regular basis. May be repeated for credit.

POLS 472 • United States Presidency (3 units)
Explores the historical development and operation of the Presidency as an institution. The performance of individual presidents and issues such as presidential elections, rhetoric, war powers, secrecy, and executive-congressional relations will also be addressed.

POLS 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

POLS 482 • International Politics (3 units)
Examination of the concepts and principles of the international political system.

DEPARTMENT OF KINESIOLOGY

Diana Avans, Ph.D., Chair

MISSION: The mission of the Department of Kinesiology is to equip students to become leaders capable of impacting their world for Christ. The program seeks to prepare competent professionals through personalized education in the classroom, research, and field-based experiences. The goal of the department is to develop independent, critical thinkers who possess an interdisciplinary education with an in-depth understanding of kinesiology in areas such as athletic training, fitness and performance training, prevention and rehabilitation of injuries and disabilities, teaching physical education, and coaching.

PROGRAM LEARNING OUTCOMES: Graduates from the Department of Kinesiology will be prepared to meet the following learning outcomes

1. *Identify critical issues relevant to the field of Kinesiology and educate others about the relevance of these issues to their overall health.*
2. *Be able to administer assessments and interpret movement and performance data from lab, clinical, and field experiences to create effective, scientifically based physical activity and sport programs that address individual, community, and society's needs.*
3. *Enable students to read, evaluate, and synthesize information from the research literature relevant to the discipline of Kinesiology.*
4. *Demonstrate relevant, marketable knowledge, skills, and dispositions to successfully enter the work force, graduate programs, and the lifelong learning process.*

Kinesiology Major

There are three concentrations within the Kinesiology major: Sports Science, Teaching/Coaching, and Pre-Health Sciences.

Sport Science Concentration — 52 units

BIOL 204/L*	Human Anatomy	4 units
BIOL 304/L	Human Physiology	4 units

CHEM 222/L	General, Organic, and Biochemical Chemistry	4 units
KINE 183	Foundations of Kinesiology	3 units
KINE 214	Prevention and Treatment of Athletic Injuries	3 units
KINE 215	Responding to Emergencies	2 units
KINE 221	Movement Anatomy	3 units
KINE 258	Sociology of Sports and Human Movement	3 units
KINE 323	Physiology of Exercise	4 units
KINE 328	Program Design in Conditioning	3 units
KINE 343	Leadership and Management of Kinesiology Programs	3 units
KINE 350	Internship (based on 3 credit hours)	1-5 units
KINE 395	ECG and Exercise Testing	3 units
KINE 412	Nutrition and Athletic Performance	3 units
KINE 421	Biomechanics	3 units
KINE 422	Ethics in Health Care	3 units
KINE 440	Research and Statistics in Kinesiology	3 units
KINE 450C	Capstone Kinesiology Senior Project	2 units

*Fulfills core requirement.

Teaching/Coaching Concentration 59 units

BIOL 204/L*	Human Anatomy	4 units
BIOL 304/L	Human Physiology	4 units
KINE 110	Fundamentals of Dance	1 unit
KINE 118	Skill Development in Gymnastics/swimming	1 unit
KINE 183	Foundations of Kinesiology	3 units
KINE 214	Prevention and Treatment of Athletic Injuries	3 units
KINE 215	Responding to Emergencies	2 units
KINE 221	Movement Anatomy	3 units
KINE 258	Sociology of Sports and Human Movement	3 units
KINE 323	Physiology of Exercise	4 units
KINE 325	Motor Learning and Human Performance	3 units
KINE 328	Program Design in Conditioning	3 units
KINE 335	Growth and Motor Development	3 units
KINE 343	Leadership and Management of Kinesiology Programs	3 units
KINE 350	Internship (based on 3 credit hours)	1-5 units
KINE 356	Team and Individual/Dual Sports Analysis	3 units
KINE 421	Biomechanics	3 units
KINE 435	Physical Education for Elementary Schools	3 units
KINE 440	Research and Statistics in Kinesiology	3 units
KINE 441	Sport Psychology	3 units
KINE 442C	Integrating Concepts in Physical Education Capstone	3 units
KINE 451	Adapted Physical Activity, Recreation, and Sport	3 units

Recommendation: EDUC 300, POLS 155, EDUC 453

*Fulfills core requirement.

Pre-Health Sciences Concentration

Pre-Health Sciences Core 33 units

BIOL 204/L*	Human Anatomy	4 units
BIOL 304/L	Human Physiology	4 units
BIOL 309/L	Microbiology	4 units
CHEM 120/L	General Chemistry I	4 units
CHEM 121/L	General Chemistry II	4 units
MATH 165C*	Scientific Statistics	3 units
or MATH 265C*	Introduction to Statistical Methods	3 units

Choose 1 course from the following:

MATH 116	College Algebra	3 units
MATH 117	College Trigonometry	3 units
MATH 170	Pre-calculus	3 units
MATH 180	Calculus I	4 units

Choose 1 course from the following:

KINE 221	Movement Anatomy	3 units
KINE 323	Physiology of Exercise	4 units
KINE 421	Biomechanics	3 units
KINE 350	Internship (based on 3 credit hours)	1-5 units
KINE 422	Team and Individual/Dual Sports Analysis	3 units
KINE 422	Ethics in Health Care	3 units

KINE 450C	Capstone Kinesiology Senior Project	2 units

*Fulfills core requirement.

Focus Area Requirements:

ICS: Physician Assistant (24 units + Electives)†

BIOL 220/L	Cell Biology	4 units
BIOL 311/L	Genetics	4 units
CHEM 304/L	Organic Chemistry I	4 units
CHEM 305/L	Organic Chemistry II	4 units
CHEM 430/L	Biochemistry	4 units

Choose 1 course from the following:

BIOL 402/L	Histology	4 units
BIOL 440/L	Molecular Biology	4 units
BIOL 451/L	Immunology	4 units

ICS: Chiropractic (29 units + Electives)†

BIOL 131/L	General Zoology	
or BIO 210/L	Fundamentals of Biology	4 units
CHEM 304/L	Organic Chemistry I	4 units
CHEM 305/L	Organic Chemistry II	4 units
KINE 380	Rehabilitation Techniques	3 units
KINE 385	Therapeutic Modalities	2 units
KINE 421	Biomechanics	3 units
PSCI 130/L	Introduction to Physics I	4 units
PSCI 131/L	Introduction to Physics II	4 units

ICS: Nursing (12 units + Electives)†

KINE 395	ECG and Exercise Testing	3 units
KINE 412	Nutrition and Athletic Performance	3 units
KINE 440	Research and Statistics in Kinesiology	3 units
PSYC 320	Developmental Psychology	3 units

ICS: Physical Therapy (34 units + Electives)†

BIOL 220/L	Cell Biology	4 units

Choose 1 Upper Division Biology course.

KINE 323	Exercise Physiology	3 units
KINE 380	Rehabilitation Techniques	3 units
KINE 385	Therapeutic Modalities	3 units
KINE 421	Biomechanics	3 units
PSCI 130/L	Introduction to Physics I	4 units
PSCI 131/L	Introduction to Physics II	4 units
PSYC 320	Developmental Psychology	3 units
PSYC 332	Abnormal Psychology	3 units

†Advisor approved Individual Course of Study.

The Athletic Training Major

(NOT ACCEPTING NEW MAJORS AS OF FALL 2009)

In July 2001 the Athletic Training Education Program (ATEP) at VU was awarded accreditation by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and gained re-accreditation in Summer 2006 through the Commission on Accreditation of Athletic Training Education (CAATE). The ATEP program is in compliance with the nationally established accreditation Standards in Athletic Training. Students graduating with a major in Athletic Training will be recognized as graduates from a CAATE accredited program.

For students to remain in the program, the students must meet the following criteria:

1. Maintain a cumulative 2.75 grade point average in all coursework and a 3.00 grade point average in all courses within the Athletic Training Major.
2. Each student must complete and pass each didactic and practicum course to complete the program.
3. Attend all scheduled ATEP meetings and ATEP Educational Seminars.

This program was developed to meet the accreditation standards of the CAATE Programs. Completion of this program will enable the student to sit for the NATABOC exam and to pursue graduate school in exercise and sport 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. These courses are progressive in nature and include all of the clinical proficiencies necessary for the student to be successful in the field of athletic training.

Athletic Training Major

Core Requirements 68 units

Lower Division		**17 units**
KINE 180	Introduction to Athletic Training Practicum	1 unit
BIOL 204/L	Human Anatomy	4 units
KINE 214	Prevention and Treatment of Athletic Injuries	3 units
KINE 215	Responding to Emergencies	2 units
KINE 216	Advanced Medical Care for the Professional Rescuer	1 unit
KINE 220	Athletic Training Practicum I	1 unit
KINE 221	Movement Anatomy	3 units

Upper Division		**51 units**
BIOL 304/L	Human Physiology	4 units
KINE 314A	Upper Extremity Assessment	2 units
KINE 314B	Lower Extremity Assessment	2 units
KINE 315	Athletic Training Practicum II	1 unit
KINE 323	Exercise Physiology	4 units
KINE 328	Program Design in Conditioning	3 units
KINE 343	Leadership and Management of Kinesiology Programs	3 units
KINE 380	Rehabilitation Techniques	3 units
KINE 381	Intervention Strategies	1 unit
KINE 385	Therapeutic Modalities	2 units
KINE 387	Contact Sports Practicum	3 units
KINE 460	Senior Practicum	1-5 units
KINE 390	Clinical Rotation Practicum	2 units
KINE 392	Introduction to Pharmacology	1 units
KINE 393	General Medicine	1 unit
KINE 412	Nutrition and Athletic Performance	3 units
KINE 421	Biomechanics	3 units
KINE 422	Ethics in Health Care	3 units
KINE 426C	Capstone Senior Seminar in Athletic Training	4 units
KINE 440	Research & Statistics in Kinesiology	3 units

Minor in Teaching/Coaching

Required Courses		**23 to 25 units**
BIOL 204/L	Human Anatomy	4 units
KINE 215	Responding to Emergencies	2 units
KINE 221	Movement Anatomy	3 units
BIOL 304/L	Human Physiology	4 units
Choose 2 courses from the following:		
KINE 325	Motor Learning	3 units
KINE 258	Sociology of Sport and Human Movement	3 units
KINE 335	Growth and Motor Development	3 units
KINE 343	Leadership and Management of Kinesiology Programs	3 units
KINE 441	Sport Psychology	3 units
KINE 451	Adapted Physical Activity, Recreation, and Sport	3 units
Choose 1 course from the following:		
KINE 433	Physical Education for Secondary Schools	3 units
KINE 435	Physical Education for Elementary Schools	3 units
KINE 442C	Integrating Concepts in Physical Education Capstone	3 units
Choose 1 course from the following:		
KINE 110	Fundamentals of Dance	1 unit
KINE 118	Skill Development in Gymnastics/Aquatics	1 unit
KINE 231	Global Games and Recreation Activities	3 units

Minor in Kinesiology

Required Courses		**24 units**
KINE 183	Foundations of Kinesiology	3 units
BIOL 204/L	Human Anatomy	4 units
KINE 221	Movement Anatomy	3 units

BIOL 304/L	Human Physiology	4 units
KINE 323	Physiology of Exercise	4 units
Choose 2 courses from the following:		
KINE 328	Program Design in Conditioning	3 units
KINE 412	Nutrition and Athletic Performance	3 units
KINE 421	Biomechanics	3 units

KINESIOLOGY COURSES

KINE 110 • Fundamentals of Dance (1 unit)
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. This course is only offered odd years in the Spring. This course does not fulfill the lifetime fitness activity requirement.

KINE 118 • Skill Development in Gymnastics/Swimming (1 unit)
This course is designed for the KINE major pursuing a teaching credential in physical education. This course focuses on skill development and skill assessment in gymnastics and swimming. This course is only offered odd years in the Spring. This course does not fulfill the lifetime fitness activity requirement. Lab fee.

KINE 127 • Skill Development in Basketball/Volleyball (1 unit)
This course is designed for the KINE major pursuing a teaching credential in physical education. This course focuses on skill development and skill assessment in basketball and volleyball. This course is only offered even years in the Fall. This course does not fulfill the lifetime fitness activity requirement.

KINE 128 • Skill Development in Soccer/Softball (1 unit)
This course is designed for the KINE major pursuing a teaching credential in physical education. This course focuses on skill development and skill assessment in soccer and softball. This course is only offered odd years in the Fall. This course does not fulfill the lifetime fitness activity requirement.

KINE 129 • Skill Development in Tennis/Badminton (1 unit)
This course is designed for the KINE major pursuing a teaching credential in physical education. This course focuses on skill development and skill assessment in tennis and badminton. This course is only offered even years in the Spring. This course does not fulfill the lifetime fitness activity requirement.

KINE 132 • Beginning Taekwondo (1 unit) Cross reference: KINE 146C
This course seeks to allow students to participate in an organized and motivated program for training in self-defense through the disciplined art of Taekwondo. Lab fee.

KINE 134 • Advanced Taekwondo (1 unit) Cross reference: KINE 146C
This course seeks to allow students to participate in an organized and motivated program for training in self-defense through the disciplined art of Taekwondo. Advanced students will continue their instruction on the basics with the addition of light-contact free sparring and board break techniques. Lab fee.

KINE 145C • Lifetime Fitness and Wellness - Lecture/Lab (1 unit)
Students will gain an understanding of physical conditioning and wellness pertaining to the five components of health-related fitness. Students will develop an understanding of lifestyle related diseases and behavior modification techniques. In addition, there will be opportunities to participate in a variety of movement experiences and assessment laboratories related to fitness. It is recommended to take both lecture and activity within the same academic year.

KINE 146C • Lifetime Fitness and Wellness Activity (1 unit)
Course may include any of the following topics: conditioning, exercise and nutrition, weight lifting, creative aerobics, badminton, beginning/intermediate tennis, racquetball, bowling, golf, bicycling, disk activities, volleyball, basketball, soccer, softball, baseball, beginning/advanced taekwondo, surfing, hip-hop/funk, swing dance, core strengthening, kickboxing or other special topics of physical activity. Activity course meets the core activity requirement. Activity course may also be repeated for elective credit. Lab fee for some courses.

KINE 160-175 • Intercollegiate Athletics (1 unit)
This course provides college credit for participating in intercollegiate athletics and the responsibilities that come with being a Vanguard University student athlete. Substitution of this class for the University's activity requirement is not permitted. No more than 4 hours of KINE 160-175 can be counted toward the degree.

KINE 176 • Intercollegiate Athletics: Champions of Character (1 unit)
This course is based upon the NAIA Champions of Character Program and is designed to assist the student-athlete in developing skills in the areas of academics, personal growth, career choice, and commitment to service. This course will help enhance the student-athlete's transition into Vanguard University Athletics and increase their understanding of the responsibilities of being a student-athlete. Enrollment is limited to members of athletic teams and is intended to be taken during the athlete's first semester at the University. Substitution of this class for the University's activity requirement is not permitted.

KINE 180 • Introduction to Athletic Training Practicum (1 unit)
Prerequisites: Completion or concurrent enrollment in KINE 214, 215. This is a one-unit practicum course designed to assist the student in achieving competence in basic taping skills, wound management skills, and splinting skills. The course will require five hours per week of observation either in the VU Athletic Training Facility or observing a home sporting event. Lab fee.

KINE 183 • Foundations of Kinesiology (3 units)
This course serves as a base for all kinesiology courses. Units will include historical development, philosophical implications, physical fitness, scientific bases of movement, and educational values of kinesiology and career path options.

KINE 214 • Prevention and Treatment of Athletic Injuries (3 units)
Prerequisite: BIOL 204. This course is lecture/lab based and will build on the student’s background in human anatomy. Areas of focus include injury recognition, signs and symptoms of injuries specific to body parts, prevention and treatment of orthopedic injuries, wound management, splinting, and supportive taping techniques. Lab fee.

KINE 215 • Responding to Emergencies (2 units)
An advanced First Aid class with 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. ARC certification is obtained with the completion of this course. Lab Fee.

KINE 216 • Advanced Medical Care of the Professional Rescuer (1 unit)
The purpose of this course is to provide the student with an opportunity to become proficient in advanced emergency care including the utilization of an automated external defibrillator, Epipen, asthma inhaler, bag-valve mask for oxygen administration, and instruction in cardiopulmonary resuscitation for the professional rescuer. Lab fee.

KINE 217 • Outdoor Recreational Experience (1 unit)
This course encourages the student to identify and demonstrate an understanding of the value, meaning, and benefits of outdoor recreation and to explore a variety of outdoor adventure experiences. Lab fee.

KINE 220 • Athletic Training Practicum I (1 unit)
Prerequisites: KINE 214 and KINE 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.

KINE 221 • Movement Anatomy (3 units)
Prerequisite: BIOL 204. This course is a study of the structure of the human body with particular emphasis on the skeletal and muscular systems and their function in the mechanics of human movement.

KINE 231 • Global Games and Recreation Activities (3 units)
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. This course is only offered even years in the Fall.

KINE/SOCI 258 • Sociology of Sports and Human Movement (3 units)
This class will examine 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, socioeconomic status, race and ethnicity in sport. This course is only offered odd years in the Fall.

KINE 291, 292, 293 • Special Topic (1, 2, 3 units)
Study of a special topic in kinesiology. May be repeated for credit.

KINE 314A • Upper Extremity Assessment (2 units)
Prerequisites: KINE 214 & KINE 221. This course is a combination of lecture and hands-on lab. It will build on the student's prior knowledge of anatomy and injury recognition. The focus of this course is to assist the student in developing a systematic, thorough method of injury assessment including the development of a medical history, palpitation points, range of motion tests, manual muscle tests, neurological tests, and special tests, This course will focus on the assessment of the head, cervical and thoracic spine, shoulder, elbow, wrist, and hand.

KINE 314B • Lower Extremity Assessment (2 units)
Prerequisites: KINE 214 & KINE 221. This course is a combination of lecture and hands-on lab. It will build on the student's prior knowledge of anatomy and injury recognition. The focus of this course is to assist the student in developing a systematic, thorough method of injury assessment including the development of a medical history, palpitation points, range of motion tests, manual muscle tests, neurological tests, and special tests, The area of focus is the development of a systematic method of injury assessment. This course will focus on the assessment of the lumbar spine, hip and pelvis, knee, lower leg, ankle, and foot.

KINE 315 • Athletic Training Practicum II (1 unit)
Prerequisite: KINE 220. 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.

KINE 320 • Coaching Theory (3 units)
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. This course is only offered even years in the Spring.

KINE 322 • Measurement in Physical Education and Recreation (3 units)
Incorporates methods of lecture, laboratory, and field experiences in the construction, administration, and application of fitness and motor skills tests used in sports and physical education. Issues of grading and evaluation are also addressed using elementary statistics methods utilizing SPSS-PC and Excel. This course is only offered odd years in the Fall.

KINE 323 • Physiology of Exercise (4 units)
Prerequisite: BIOL 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. Lab fee.

KINE 325 • Motor Learning and Human Performance (3 units)
This class explores the processes involved in the acquisition of motor actions. Emphasis is placed on how teachers can apply theoretical concepts to more effectively structure lessons. This course is only offered odd years in the Spring.

KINE 328 • Program Design in Conditioning (3 units)
Prerequisite: Requires junior status. This course is designed to provide the student with the theoretical background and practical experience necessary for the safe and scientific evaluation of physical fitness, particularly as it relates to health and disease and the development of programs for remediation, maintenance and enhancement of motor and health related qualities. Lab fee.

KINE 335 • Growth and Motor Development (3 units)
This course investigates theories of motor development of children, especially K-6. Special emphasis is placed upon sequential motor development patterns, the needs, interests, and abilities of the child in relation to physical, social, cognitive,

and emotional domains. In addition, life-span motor development is discussed throughout the course which includes the changes that happen with aging.

KINE 338/THEA 338 • Stage Combat (2-3 units)
Prerequisite for all theatre majors/minors: THEA 338/KINE 135 Theatre Movement; non-theatre majors/minors are not required to take this prerequisite. This course introduces basic stage techniques with unarmed combat including falls, rolls, chokes, punches and kicks, advancing to broad sword combat using scenes from classical or contemporary works, and applying these techniques with special attention to safety. Lab fee.

KINE 343 • Leadership and Management of Kinesiology Programs (3 units)
This course focuses on the organization, administration, and management of programs within the field of Kinesiology (including physical education, intramural, interscholastic, intercollegiate athletics, athletic training, private sport and fitness, as well as recreation) programs/departments. Course content will emphasize (a) organization and leadership theory and practice, particularly as they relate to policy, politics, and power, (b) the practicalities of program development, management and supervision (i.e. communication, human resources, public relations, financial management, budgeting and purchasing, facilities, and equipment), and (c) issues of law, risk management, professionalism, ethics and philosophy as they relate to the field.

KINE 350 • Kinesiology Internship (1-5 units)
Prerequisites: Sixteen upper division units and permission of the instructor. This course provides the student with opportunities to demonstrate competencies developed in previous courses by working in an agency under the supervision of a qualified practitioner. For every 1 credit of KINE 350 registered, the student will engage in 3-4 hours of internship per week.

KINE 356 • Team and Individual/Dual Sports Analysis (3 units)
This course will introduce the instructional process of analyzing and sequencing skill components and performance techniques found within team and individual/dual sports. The course is designed to allow the student to engage in individual and cooperative teaching experiences that utilize multiple instructional strategies. Sport skills addressed may include basketball, volleyball, soccer, flag football, softball, tennis, golf, swimming, track and field.

KINE 380 • Rehabilitation Techniques (3 units)
Prerequisite: KINE 214. This course is designed to meet the needs of students pursuing careers in physical therapy and athletic training. It is a beginning rehabilitation course for the purpose of instruction in the functional stages of rehabilitation along with teaching the student a variety of rehabilitation techniques specific to each body segment. The course will include lab sessions in rehabilitation techniques.

KINE 381 • Intervention Strategies (1 unit)
This course is designed to study the current psychosocial and sociocultural issues confronting athletes and active populations. This course will focus on identifying possible problems, reviewing referral criteria, and practicing intervention strategies for a variety of psychosocial issues. This course is only offered odd years in the spring.

KINE 385 • Therapeutic Modalities (2 units)
Prerequisite: KINE 214. 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.

KINE 387 • Contact Sports Practicum (3 units)
Prerequisite: KINE 214 and 314A, 314B. This is a two-unit practicum course within the Athletic Training Education Program designed to allow the student field experiences in working football and other contact sports. The student will be assigned to either a local high school or community college under the direct supervision of a Certified Athletic Trainer/Clinical Instructor. The student is also required to master a specific number of clinical proficiencies as required by the Athletic Training Education Program.

KINE 390 • Clinical Rotation Practicum (2 units)
Prerequisite: KINE 380 and 385, or currently enrolled. This is a two-unit practicum course within the Athletic Training Education program designed to allow the student

to experience a variety of allied health professions including general medicine, physical therapy, and orthopedics through clinical rotations. The student is also required to master a specific number of clinical proficiencies as required by the Athletic Training Education Program. For every 1 credit of KINE 390 registered, the student will engage in 3 hours of clinical rotations per week.

KINE 391 • Introduction to Pharmacology (1 unit)
Prerequisite: BIOL 304. This course is designed as an introduction to pharmacology course. Material will include the indications, contraindications, precautions, and adverse reactions for common prescription and non-prescription medications along with the general pharmacodynamic principles as they relate to the mechanism of drug action and therapeutic effectiveness. This course is only offered odd years in the Fall.

KINE 393 • General Medicine (1 unit)
Prerequisite: BIOL 304. This course is designed to study general medical conditions as applied to athletes and the physically active. This course will focus on describing the common conditions and infections that affect the various physiological systems of the human body. This course is only offered odd years in the Fall.

KINE 395 • ECG and Exercise Testing (3 units)
Prerequisite: KINE 323, or currently enrolled. 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. Lab fee. This course is only offered odd years in the Spring. Lab fee.

KINE 410 • Health Education (3 units)
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.)

KINE 412 • Nutrition and Athletic Performance (3 units)
Prerequisite: KINE 323, CHEM 120/L (recommended), or currently enrolled. 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. This course is only offered even years in the Spring.

KINE 421 • Biomechanics (3 units)
Prerequisite: KINE 221. Provide students with an understanding of mechanical principles of movement and their application to performance. Qualitative and quantitative analyses of movement will be utilized.

KINE 422 • Ethics in Health Care (3 units)
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. This course is only offered even years in the Spring.

KINE 426C • Capstone Senior Seminar in Athletic Training (4 units)
This is a capstone course for the Athletic Training Education Program. The course is designed to review the competencies/proficiencies in the program and to assist the student in preparing for the National Athletic Trainers' Association's Board of Certification Exam. This class incorporates both lecture and lab opportunities. This course will also allow the student an opportunity to integrate their faith and learning through discussion, speakers, and group activities.

KINE 433 • Physical Education for Secondary Schools (3 units)
Prerequisites: KINE 325; KINE 335. 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.

KINE 435 • Physical Education for Elementary Schools (3 units)
Recommended: KINE 325; KINE 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, specifically K-6.
Liberal Arts Major can get the prerequisites waived by the Chair of the Department.

KINE 440 • Research and Statistics in Kinesiology (3 units)
Prerequisite: MATH 165C or 265C. 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 kinesiology research project. This course is only offered even years in the Fall.

KINE 441 • Sport Psychology (3 units)
This course is designed to introduce students to the psychological aspects of sport and physical activity. From the sport perspective, emphasis will be placed on mental preparation of teams and individuals for competition. From the exercise perspective, group dynamics, motivation and exercise adherence will be covered.
KINE 442C • Integrating Concepts in Physical Education Capstone (3 units)
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 student and peer teaching experiences. 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. This course fulfills the Core Curriculum Capstone requirement for KINE: Teaching/Coaching majors and provides an opportunity for the students to integrate their faith and learning.

KINE 450C • Capstone Kinesiology Senior Project (2 units)
Prerequisite: Must be a senior within the KINE department and enrolled in either the Exercise and Sport Science concentration or the Pre-Physical Therapy concentration. This course is designed to integrate the student's faith with their profession. The student will have opportunities to engage other professionals within the field of Kinesiology through guest speakers, and will be given the opportunity to reflect on their own faith journey. Students will also be required to complete a senior research project on the topic of their choice with instructor guidance and permission.

KINE 451 • Adapted Physical Activity, Recreation, and Sport (3 units)
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. This course is only offered odd years in the Fall.

KINE 460 • Senior Practicum (1-5 units)
Prerequisite: Acceptance in the VU Athletic Training Education Program, KINE 387 and KINE 390. A one to five unit practicum course in which the senior student is assigned to a VU Approved Clinical Instructor to assist with the medical care of athletes on VU intercollegiate teams. The student will have an opportunity to be mentored by a VU Certified Athletic Trainer and may have an opportunity to travel with teams under the direct supervision of a VU Certified Athletic Trainer. The student is required to enroll in 1-5 units each semester during their senior year with a minimum of 4 units per senior year (example: 3 units – fall semester, 1 unit spring semester). The student is required to schedule five hours per week per unit in the VU Athletic Training Facility.

KINE 470 • Special Topics (1-3 units)
Prerequisite: Consent of the instructor. Study in a special topic in the field of kinesiology. May be repeated for credit.

KINE 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

DEPARTMENT OF LIBERAL STUDIES

Dixie Arnold, Ed.D., Chair

MISSION: The mission of the Department 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 allows students a broad selection of courses in core subject areas. It is the university-approved academic program for those seeking preparation to become an elementary school teacher. The major incorporates all of the course prerequisites for Vanguard's Graduate Education Credential Program. (Students will refer to the Graduate Program in Education for specific information about pursuing a teaching 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, elementary education, or a public service career.

Liberal Studies Major Requirements

The Liberal Studies program that is outlined below incorporates current core curriculum courses as well as additional content specific courses to meet the California Teaching Credential expectations for a Liberal Studies major. The student wanting to teach in an elementary school will take the following courses.

English: Language, Literature, and Composition		**a minimum of 18 units**
ENGL 120C	Persuasive Writing	3 units
COMM 201C	Speech Composition and Presentation	3 units
ENGL 220C	Research Writing	3 units
ENGL 300C	Literary Perspectives	3 units
or ENGL 312C	American Diversity	
or ENGL 431C	World Literature I	
or ENGL 432C	World Literature II	
ENGL 340	Children's Literature	3 units
ENGL 453	Language, Culture, and Linguistics	3 units
(A prerequisite for VU's Credential Program)		

Mathematics/Computer Science		**a minimum of 9 units**
MATH 145C	Data Analysis	3 units
MATH 120	Math for Elementary Teachers	3 units
EDUC 330	Integrating Technology into Classroom Teaching	3 units

Science – 2 labs required		**a minimum of 11 units**
PSCI/BIOL	Earth Science Course *(i.e., BIOL 210, 210L)*	3-4 units
PSCI/BIOL	Life Science Course	3-4 units
PSCI/CHEM	Physical Science Course *(i.e., CHEM 211, 211L or PSCI 216, 216L)*	3-4 units

Philosophy and Religion		**a minimum of 18 units**
NT 101C	New Testament Survey	3 units
OT 201C	Old Testament Survey	3 units
THEO 101C	Foundations of Christian Life	3 units
or THEO 103C	Introduction to Theology	
THEO 300C	Developing a Christian World View	3 units
CHIS 400C	Christian Heritage	3 units
PHIL 201	Introduction to Philosophy	3 units
or PHIL 210	Critical Thinking	

Visual and Performing Arts		**a minimum of 9 units**
ART 252C	History and Appreciation of Art	3 units
or THEA 201C	History of Theatre	
or FINA 215C	Introduction to the Arts	
or MUSC 202C	Introduction to Music	
or THEA 102C	Introduction to Acting for Non-Majors	
or THEA 200C	Introduction to Theatre	
ART 330	Art Techniques for Teachers	3 units

MUSC 337	Music for Elementary Schools	3 units

Social Science **a minimum of 18 units**

ANTH 102C	Introduction to Cultural Anthropology	3 units
HIST 156C	United States History	3 units
HIST 203C	World Civilizations I	3 units
or HIST 204C	World Civilizations II	
HIST 456	History and Geography of California	3 units
POLS 155C	United States Government	3 units
(A requirement for obtaining a California Teaching Credential)		
SOCS/BUSN 215	Economics (Macro)	3 units

Physical Education **a minimum of 5 units**

KINE 145C	Lifetime Fitness and Wellness – Lecture	1 unit
KINE 146C	Lifetime Fitness and Wellness – Lab	1 unit
(or any KINE 146C one-unit activity course)		
KINE 435	Physical Educ. for Elementary Schools	3 units

Human Development **a minimum of 6 units**

PSYC 103C	General Psychology	3 units
PSYC 320	Developmental Psychology	3 units

Professional Requirements and Prerequisites **a minimum of 10 or 12* units**

CORE 100C	Cornerstone (Required for Freshmen)*	1 unit
or CORE 101C	College Learning Concepts	3 units
or CORE 102C	Writing Intensive Cornerstone	3 units
EDUC 100	Introduction to Education	3 units
EDUC 315	Teaching in a Multicultural Setting	3 units
(Prerequisite for VU's Credential Program. To be taken during the junior or senior year)		
EDUC 499C	Senior Capstone Seminar	3 units

Areas of Emphasis **a minimum of 12 units**

Students must choose an emphasis from one of the following areas: anthropology, communication, English writing, English literature, history and political science, biological science, mathematics, music, physical education, psychology, sociology, Spanish, or theatre arts. As a capstone experience to the emphasis, each senior Liberal Studies student will participate in a portfolio/performance/ demonstration assessment. Contact the Liberal Studies Department for details.

Electives **a minimum of 8 or 9 units**

Recommended electives:

EDUC 305	Tutoring in an Urban Setting	1-3 units
EDUC 441	Philosophy of the Christian School	1 unit

EDUCATION COURSES

EDUC 100 • Introduction to Education (3 units)

This course explores the role of education and teaching in modern American Society. Current political and social issues and their impact on schools will be addressed. Career opportunities and expectations for teachers will be discussed. Students will be encouraged to assess and reflect upon their own educational experiences, skills, and learning styles as they interact with current practitioners and education literature. Students will complete a 15-hour fieldwork component. May not be taken concurrently with EDUC 315.

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

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 permission only. See the Chair of the Department of Liberal Studies for further information.

EDUC 315/CHEM 315/HIST 316/MUSC 311 • Teaching in a Multicultural Setting (3 units)

Prerequisite: EDUC 100 . 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 educational research and the philosophical, historical, and demographic developments of American education. Students will complete a 30-

hour fieldwork 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 VU Multiple and Single Subject Credential programs. May not be taken concurrently with EDUC 100.

EDUC 330 • Integrating Technology into Classroom Teaching (3 units)
A study of the nature and use of technology in the educational process. An emphasis is placed on both teachers and students utilizing a variety of technology to enhance a content standards based curriculum. Topics studied include: computers, interactive white boards, scanners, digital cameras, PDA's, digital projection, software, word processing, PowerPoint, and other technology that assists educators or is currently used with students in K-12 classrooms. This course meets the Level One technology standards for a California teaching credential.

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

EDUC 455 • Teaching Assistantship in Education (1-3 units)
Prerequisite: EDUC 315. 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 permission only. See the chair of the Department of Liberal Studies for further information.

EDUC 470 • Special Topics (1-3 units)
Prerequisite: Consent of the instructor and department chair. Study of a special topic dealing with education. May be repeated for credit.

EDUC 480 • Individual Studies (1-3 units)
Prerequisite: EDUC 315 and consent of the instructor and department chair. May be repeated for credit.

EDUC 490 • Seminar in Education (1-3 units)
Prerequisite: EDUC 315 and consent of the instructor and department chair. Mutual investigation of one topic in education studies of particular relevance to upper division liberal studies majors. May be repeated for credit.

EDUC 499C • Senior Capstone Seminar (3 units)
Students will investigate key ideas from the California Curriculum Frameworks and the California Student Academic Content Standards. Students will address the integration of faith and learning and identify how this integration has deepened their understanding of each subject area. They will also demonstrate their competence in each of the major multiple subject matter areas by substantiating how their life, academic and fieldwork experiences have prepared them to understand each area.

Single Subject Matter Programs

The Single Subject Matter Programs allow students to complete their subject matter competence through undergraduate coursework, in preparation for pursuing a teaching credential. Students interested in obtaining a teaching credential after completion of their bachelor's degree should speak to their academic advisor to be placed on the teaching track or emphasis in their degree program. Each of the single subject programs listed below has the approval of the California Commission on Teacher Credentialing (CCTC) for those seeking a California Single Subject Teaching Credential in that specific subject area. (Students should refer to the Graduate Program in Education for specific information about completing a teaching credential.)

English

The English program that is outlined below incorporates content specific courses to meet the California Teaching Credential English subject matter.

Special Core Curriculum Requirements		***12 units***
ENGL 120C	Persuasive Writing	3 units
ENGL 220C	Researched Writing	3 units
POLS 155C	U.S. Government	3 units
COMM 201C	Speech Composition and Presentation	3 units

English Requirements		***39 to 41 units***
ENGL 240	Foundations of Literary Study	3 units
ENGL 260	Survey of British Literature I	3 units
ENGL 262	Survey of British Literature II	3 units
ENGL 310	Survey of American Literature I	3 units
ENGL 311	Survey of American Literature II	3 units
ENGL 315	Teaching English in a Multicultural Setting	3 units
ENGL 431C	Survey of World Literature I	3 units
or ENGL 432C	Survey of World Literature II	
ENGL 455	Shakespeare	3 units
ENGL 465	Theory and Criticism of Literature	3 units
or ENGL 466	Introduction to Contemporary Literary Theory and Criticism	
ENGL 370	Advanced Composition and Rhetoric	3 units
ENGL 380	Advanced English Grammar	3 units
ENGL 453	Language, Culture and Linguistics	3 units
ENGL 499C	Capstone Seminar in English	3 units

Foreign Language (2 semesters of the same foreign language)		**6-8 units**

Choose 3 classes in the domain of literature & textual analysis:		**9 units**
ENGL 325	Period Focus	
ENGL 335	Genre Focus	
ENGL 425	Author Focus	
ENGL 444	Culture Focus	
OR		
Choose 3 classes in the domain of Composition and Rhetoric:		**9 units**
ENGL 210	Technical Writing	
ENGL 320	Journalism	
ENGL 350	Creative Writing	
ENGL 460	Professional Writing	
ENGL 438	Creative Writing Workshop	
ENGL 451	Writing Internship	
ENGL 486	Advanced Research Methods	
ENGL 488	Writing Apprenticeship	

Mathematics

The Mathematics program that is outlined below incorporates content specific courses to meet the California Teaching Credential Mathematics subject matter.

Mathematics Requirements		**42 Units**
Lower Division		**24 units**
MATH 170	Pre-calculus	3 units
MATH 180	Calculus I	4 units
MATH 181	Calculus II	4 units
MATH 207	Computer Programming	3 units
or MATH 208	Programming in "C++" Language	
MATH 210	Technical Writing	3 units
MATH 281	Multivariable Calculus	4 units
MATH 285	Introduction to Advanced Mathematics	3 units

Upper Division		**18 units**
MATH 300	Linear Algebra	3 units
MATH 310	Differential Equations	3 units
MATH 365	Probability and Statistics	3 units
MATH 380	Elementary Analysis	3 units
MATH 390	Numerical Analysis	3 units
MATH 499C	Capstone Seminar in Mathematics	3 units

Mathematics Major Electives		**15 units**
Required courses for completion of the single subject matter program		
MATH 315	Teaching and Tutoring	3 units
MATH 330	Number Theory	3 units
MATH 370	History of Mathematics	3 units

MATH 410	Abstract Algebra	3 units
MATH 420	Higher Geometry	3 units

Mathematics Major, Non-Mathematics Requirements		**11 units**
PHIL 210	Critical Thinking	3 units
PSCI 223	Mechanics and Heat	4 units
PSCI 225	Electricity, Magnetism and Light	4 units

Additional courses required for credentialing

ANTH/ENGL 453	Language, Culture and Linguistics	3 units
POLS 155C	U.S. Government	3 units

Physical Education

The Kinesiology program that is outlined below incorporates content specific courses to meet the California Teaching Credential Physical Education subject matter.

Kinesiology: Teaching/Coaching requirements

Lower Division		***24 units***
KINE 110	Fundamentals of Dance	1 unit
KINE 118	Skill Development in Gymnastics/Aquatics	1 unit
KINE 127	Skill Development in Basketball/Volleyball	1 unit
KINE 128	Skill Development in Soccer/Softball	1 unit
KINE 129	Skill Development in Tennis/Badminton	1 unit
KINE 132	Beginning Taekwondo	1 unit
KINE 183	Foundations of Kinesiology	3 units
KINE 204	Human Anatomy	4 units
KINE 215	Responding to Emergencies	2 units
KINE 217	Outdoor Recreational Experience	1 unit
KINE 221	Movement Anatomy	3 units
KINE 231	Global Games and Recreation Activities	2 units
KINE 258	Sociology of Sport and Human Movement	3 units

Upper Division		**47 units**
EDUC 315	Teaching in a Multicultural Setting	3 units
KINE 304	Human Physiology	4 units
KINE 322	Measurements and Evaluation in Physical Education	3 units
KINE 323	Exercise Physiology	4 units
KINE 325	Motor Learning	3 units
KINE 328	Program Design in Conditioning	3 units
KINE 335	Growth and Motor Development	3 units
KINE 342	Leadership Dynamics in Kinesiology	3 units
KINE 356	Team and Individual/Dual Sport Analysis	3 units
KINE 421	Biomechanics	3 units
KINE 433	Physical Education for Secondary Schools	3 units
KINE 434	Movement Education for Children	3 units
KINE 441	Sport Psychology	3 units
KINE 442C	Integrating Concepts in Physical Education	3 units
KINE 451	Adapted Physical Activity, Recreation, and Sport	3 units

Additional courses required for credentialing

POLS 155C	U.S. Government	3 units
ANTH/ENGL 453	Language, Culture, and Linguistics	3 units

Social Science

The Social Science program that is outlined below incorporates content specific courses to meet the California Teaching Credential Social Science subject matter.

Social Science Requirements — 57 units

Survey of the Field — **15 units**

HIST 156C	United States History	3 units
HIST 203C	World Civilizations I	3 units
HIST 204C	World Civilizations II	3 units
POLS 155C	United States Government	3 units

HIST/POLS 262	Research Methods In History and Political Science	3 units

Related Fields		**9 units**
SOCS 215	Principles of Economics (Macroeconomics)	3 units

Choose two of the following core curriculum courses:		**6 units**
ANTH 102C	Introduction to Cultural Anthropology	
PSYC 103C	General Psychology	
SOCI 100C	Introduction to Sociology	

Electives	**30 units**
Upper Division U.S. History and Political Science	9 units
Upper Division non-U.S. History and Political Science	9 units
Upper Division History or Political Science	12 units

Capstone Course		**3 units**
HIST 485C	Historiography	3 units

Social Science Subject Matter Program for California Teaching Credential
Students must complete the requirements for the History/Political Science degree with the following modifications:

1. At least two non-U.S. courses must deal with Europe.
2. U.S. Courses must include HIST 456 History and Geography of California plus HIST 360 Women in American History or HIST 350 African-American History
3. Must take the following additional courses (12 units)

SOCS 150	World Geography	3 units
SOCS 216	Microeconomics	3 units
HIST 316	Teaching History in a Multicultural Setting	3 units
ANTH 358	Primal and World Religions	3 units

4. ANTH/ENGL 453 Language, Culture and Linguistics (recommended) 3 units

DEPARTMENT OF MATHEMATICS AND COMPUTER SCIENCES

Arthur Lee, Ph.D., Chair

MISSION: Students 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. This program is accredited by the California Commission on Teacher Credentialing (CTC).

Mathematics Major

Mathematics Readiness Examination (MRE): A two-hour examination will be given to new students during registration. Passing this examination at level 1 means the student is eligible to enroll in College Algebra, passing at level 2 qualifies the student for Trigonometry, at level 3 qualifies the student for Pre-calculus, and level 4 for Calculus I. Students that fail the examination at all levels must take remedial designed by a Mathematics Department advisor and then re-take the examination and then re-take the examination.

Mathematics Education Emphasis Courses

This option is for students preparing to teach mathematics at the secondary school level. The Bachelor of Science in mathematics degree with this option is approved by the California Commission on Teacher Credentialing. Completion of this option will satisfy the subject matter requirement for the Single Subject Teaching Credential in Mathematics. Graduates must then enroll in the credential program at Vanguard University or some other accredited college or university to complete subject requirements for the California Clear Teaching Credential in Mathematics (see the Graduate Program in Education for these requirements). Students under this

option must include MATH 315, MATH 330, MATH 370, MATH 410 AND MATH 420 as a part of their degree program.

Mathematics Major Core Requirements 42 units

Lower Division		**24 units**
MATH 170	Pre-calculus	3 units
MATH 180	Calculus I	4 units
MATH 181	Calculus II	4 units
MATH 207	Computer Programming	3 units
or MATH 208	Programming in "C++" Language	
MATH 210	Technical Writing	3 units
MATH 281	Multivariable Calculus	4 units
MATH 285	Introduction to Advanced Mathematics	3 units

Upper Division		**18 units**
MATH 300	Linear Algebra	3 units
MATH 310	Differential Equations	3 units
MATH 365	Probability and Statistics	3 units
MATH 380	Elementary Analysis	3 units
MATH 390	Numerical Analysis	3 units
MATH 499C	Capstone Seminar in Mathematics	3 units

Electives **15 units**

Choose 15 units from the following courses:

MATH 311	Advanced Differential Equations	3 units
MATH 315	Teaching and Tutoring	3 units
MATH 330	Number Theory	3 units
MATH 370	History of Mathematics	3 units
MATH 371	Combinatorics	3 units
MATH 375	Discrete 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 Topic	1-3 units
MATH 480	Individual Studies	1-3 units

Non-Mathematics Requirements		**11 units**
PHIL 210	Critical Thinking	3 units
PSCI 223/L	Mechanics and Heat	4 units
PSCI 225/L	Electricity, Magnetism, Sound and Light	4 units

Mathematics Minor 20 units

MATH 180	Calculus I	4 units
MATH 181	Calculus II	4 units
MATH 265C	Introduction to Statistical Methods	3 units
MATH 285	Introduction to Advanced Mathematics	3 units
MATH 300	Linear Algebra	3 units

Choose 3 units from the following courses:

MATH 281	Multivariable Calculus	4 units
MATH 330	Number Theory	3 units
MATH 370	History of Mathematics	3 units
MATH 375	Discrete Mathematics	3 units

Any changes to this standard minor program must be approved by your college supervisor and by the chair for the department of mathematics and computer sciences.

MATHEMATICS COURSES

MATH 104 • Mathematics for Liberal Arts Students (3 units)
Prerequisite: Two years of high school math or consent of the instructor. A non-technical course 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 units)
Prerequisite: Two years of high school algebra and pass the Mathematics Readiness Examination (MRE) at level one 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 units)
Prerequisite: Two years of high school algebra and pass the Mathematics Readiness Examination (MRE) at level 2 or consent of instructor. Complex numbers, trigonometric functions and applications.

MATH 120 • Mathematics for Elementary Teachers (3 units)
Prerequisite: MATH 145C or consent of the 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 145C • Data Analysis (3 units)
Prerequisite: Two years of high school math (including algebra) or consent of the instructor. The use of mathematics as a thinking and problem-solving tool, emphasizing data interpretation, graphs, tables, statistical arguments, probability, statistics, and the use and misuse of numbers. Spreadsheet applications include variables, conditionals, and statistical functions. Students majoring in Mathematics are exempt from taking the core curriculum requirement in mathematics.

MATH 165C • Scientific Statistics (3 units)
Prerequisite: Two years of high school algebra. This course is designed to cover areas of statistics relevant to experimental scientific investigation including sampling theory, basic variance statistics, linear, non-linear and multiple regressions with a comparison of measures of best fit, and basic statistical hypothesis testing. Advanced topics of curve fitting via parameter optimization in three or more dimensions, weighted curve fitting, ANOVA, and factor analysis will be introduced. This course will use Microsoft Excel exclusively. Course content will meet the basic needs of both science and mathematics students.

MATH 170 • Pre-calculus (3 units)
Prerequisite: MATH 117 or pass the Mathematics Readiness Examination at level 3 or consent of the instructor. Equations and inequalities; systems of linear equations: functions, graphs, exponential, logarithmic, and trigonometric functions and their limits; polynomial and rational functions; analytic geometry.

MATH 180 • Calculus I (4 units)
Prerequisite: Pass the Mathematics Readiness Examination at level 4, or MATH 170, or consent of the instructor. Graphing of functions, logarithmic functions and their inverses; limit of functions and derivatives; rules of differentiation and their application; definite and indefinite integrals.

MATH 181 • Calculus II (4 units)
Prerequisite: MATH 180 or consent of the instructor. Application of integration for volumes, work and areas; advanced techniques of integration; advanced application of integration; first order differential equations; parametric equations and polar coordinates; infinite sequences and series.

MATH/CAPL 207 • Computer Programming (3 units)
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. Programming language is chosen from languages such as Visual Basic, C++ and MatLab. Special fee for computer lab use.

MATH/ENGL 210 • Technical Writing (3 units)
Prerequisite: ENGL 120C. 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/PSYC/SOCS 265C • Introduction to Statistical Methods (3 units)
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. Students majoring in Anthropology, Psychology, or Sociology must take MATH /PSYC/SOCS 265C to fulfill the core curriculum requirement in mathematics. Students majoring in Mathematics are exempt from taking the core curriculum requirement in mathematics.

MATH 281 • Multivariable Calculus (4 units)
Prerequisite: MATH 181 or consent of the instructor. Vectors and geometry of space including cylindrical and spherical coordinates; vector functions and space curves with vector calculus, partial derivatives with directional derivatives and applications; multiple integrals with various coordinate systems with application; and second-order differential equations.

MATH 285 • Introduction to Advanced Mathematics (3 units)
Prerequisite: MATH 180 or consent of the 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 291, 292, 293, 294 • Special Topics (1, 2, 3-4 units)
Prerequisite: Consent of the instructor. Study of a special topic in mathematics. May be repeated for credit.

MATH 300 • Linear Algebra (3 units)
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 units)
Prerequisite: MATH 281 and MATH 300 or consent of the instructor. Methods of solution of ordinary differential equations and applications.

MATH 311 • Advanced Differential Equations (3 units)
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 315 • Teaching and Tutoring (3 units)
Prerequisite: Sophomore or junior standing. This course is designed to give the student introductory experiences in both tutoring and planning classroom observations. These early field experiences will link together mathematical content along with classroom management and interaction with students from diverse populations represented in the California public schools. Lab fee.

MATH 330 • Number Theory (3 units)
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 365 • Probability and Statistics (3 units)
Prerequisite: MATH 281 and MATH 285. 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 units)
Prerequisite: MATH 180 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 371 • Combinatorics (3 units)
Prerequisite: MATH 281 and MATH 285. Analysis of discrete structures and relations; proofs of existence and methods of enumeration. Permutations and combinations. The binomial coefficients, the inclusion-exclusion principle, recurrence relation, generating functions, the marriage theorem, and combinatorial designs.

MATH 375 • Discrete Mathematics (3 units)
Prerequisite: MATH 181 and MATH 285. This course is designed to study graph theory including networks, voting systems including game theory and fair apportionment, and patterns.

MATH 380 • Elementary Analysis I (3 units)
Prerequisite: MATH 281 and MATH 285 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 units)
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 units)
Prerequisite: MATH 281 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 units)
Prerequisites: MATH 300 and MATH 330 or consent of the instructor. An introduction to modern ideas of algebra, set theory, groups, rings, and fields.

MATH 420 • Higher Geometry (3 units)
Prerequisite: MATH 285. Euclidean geometry from an advanced standpoint, and topics in non-Euclidean geometry.

MATH 470 • Special Topics (1-3 units)
Prerequisite: Consent of the instructor. Study in a special topic in mathematics. May be repeated for credit.

MATH 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and department chair. May be repeated for credit.

MATH 499C • Capstone Seminar in Mathematics (3 units)
Prerequisite: Mathematics major with senior standing or consent of the instructor. This course gives each student the opportunity to investigate particular topics in mathematics through research and present their findings to the other members of the class. Each student will investigate the role of the Christian church and its adherents in formulating and promoting discoveries in mathematics. This course fulfills the Core Curriculum Capstone requirement for Mathematics majors.

Management Information Systems Major (MIS)

(SUSPENDED UNTIL FURTHER NOTICE)

MISSION: The MIS degree program seeks to equip student scholars with significant computer systems knowledge along with a practical knowledge of their application to various areas of business, accounting, finance and management. Graduates will be able to develop application software and or maintain and enhance existing computer applications.

Management Information Systems Major Requirements — 72 units

Lower Division		**36 units**
CSCI 101	Introduction to Computer Science I	4 units
CSCI 102	Introduction to Computer Science II	4 units
MIS 100	Computer Concepts and Applications	3 units
MIS 211	A+ Certification (PC Technician)	3 units
MIS 212	MCSE Modules (1 selected by Advisor)	3 units
MIS 270	Applications Programming	4 units
BUSN 114	Introduction to Business	3 units
BUSN 215	Principles of Economics I (Macro)	3 units
BUSN 216	Principles of Economics II (Micro)	3 units
ACCT 220	Principles of Accounting I	3 units
ACCT 221	Principles of Accounting II	3 units

Upper Division		**36 units**
MIS 320	Management Information Systems	3 units
MIS 321	Systems Analysis & Design	3 units
MIS 322	Database System Design & Management	3 units
MIS 323	Computerized Accounting Systems	3 units
MIS 450	Internship/Special Project	3 units
BUSN 316	Legal Aspects of the Business Process	3 units
FINC 335	Corporate Finance	3 units
MNGT 325	Management Theory and Practice	3 units
MNGT 346	Organizational Behavior	3 units
BUSN 455	Business Policy Strategy	4 units
Business Elective		3 units
Business or MIS Elective		3 units

Other Requirements	6 units
Mathematics Elective	3 units
Science Elective	3 units

MIS Major Courses

ACCT 220 • Principles of Accounting I (3 units)
Prerequisite: MATH 145C or College Algebra. Introduces the concepts, rationale, and procedures related to financial accounting and reporting. It focuses on understanding the accounting cycle and its components, and the resulting financial statements. Presents workplace fraud and its related ethical challenges. The sole proprietorship business setting is used to study business transactions before learning about sophisticated equity structures.

ACCT 221 • Principles of Accounting II (3 units)
Prerequisite: ACCT 220. Continues to study the concepts and procedures related to financial accounting and reporting. It does so in the new equity structure found in partnership and corporate settings. An in-depth preparation and interpretation of the cash flow statement are added to the study of financial statements. Financial statement analysis and managerial accounting concepts are introduced and emphasized.

CSCI 101 • Introduction to Computer Science I (4 units)
An introduction to the basic concepts and laws of computer hardware and software. Emphasis is placed on applications, policies and social issues, program construction. Higher level languages such as C++, Java and Visual Basic will be studied and utilized. Computer based tools for analysis and development will also be studied.

CSCI 102 • Introduction to Computer Science II (4 units)
Prerequisite: CSCI 101. This course builds on the fundamentals presented in CSCI 101 by going deeper into the study of program development, programming concepts, and systems design strategies, algorithms, Combinatorics and programming paradigms.

MIS/BUSN 100 • Computer Concepts and Applications (3 units)
This course introduces the student to computer concepts, issues, and applications. The student will gain “Conceptual Computer Literacy” by developing an understanding of the uses of computers and information technology in organizations. In addition, the student will gain “Functional Computer Literacy” learning how to use a computer through completion of various projects using application programs (Word processing, Spreadsheets, Database Management, and PowerPoint Presentation).

MIS 211 • A+ Certification (PC Technician) (3 units)
Prerequisites: CSCI 102 and MIS 100. A hands-on course in building PC’s and servers from the ground up in a variety of popular hardware and software configurations. Included will be selection and installation of hardware components and software for the typical user in industry. This is a certificate course.

MIS 212 • MCSE Modules (1 selected by Advisor) (3 units)
Prerequisite: MIS 211. This is a self-directed training program where the advisor and student agree on the selection of a MCSE (Microsoft Certified Systems Engineer) module to study. Successful completion of the MCSE test for certification of the selected module is a requirement.

MIS 270 • Applications Programming (4 units)
Prerequisites: CSCI 102 and MIS 212. This is a lecture and computer laboratory course that allows the student ample opportunity to apply knowledge of business courses and computer technology courses in the construction and testing of business applications.

MIS 312 • MCSE Modules (1 selected by Advisor) (3 units)
Prerequisite: MIS 211. This is a self-directed training program where the advisor and student agree on the selection of 1 MCSE (Microsoft Certified Systems Engineer) module to study. Successful completion of the MCSE test for certification of the selected module is a requirement.

MIS 320 • Management Information Systems (3 units)
Prerequisite: MIS 212. This course is about business, managers, organizations, and how to develop and use information systems effectively to meet the goals of those managers and organizations. Building from personal MIS - to workgroup MIS - to enterprise MIS, this course stresses the important role of information systems in satisfying business objectives. Examples, cases, and projects promote active learning.

MIS 321 • Systems Analysis and Design (3 units)
Prerequisite: MIS 211. This course presents a structured approach using the tools of structured analysis and design, while including traditional techniques such as interviewing and forms design. The concepts, tools, and techniques of analysis and design are introduced and emphasis is placed on how they are used in business applications.

MIS 322 • Database Systems Design and Management (3 units)
Prerequisites: MIS 212. This course offers a hands-on, applications-oriented approach to DBMS focusing on teaching students how to evaluate a business situation and apply a solution by building a database application. Included are database design (normalization), and Structured Query Language-SQL (queries).

MIS 323 • Computerized Accounting Systems (3 units)
Prerequisites: MIS 212. This is an in-depth introduction into computerized accounting systems – their installation, implementation, and maintenance. Projects will be completed utilizing popular programs. An appreciation of furnishing management with needed accounting and financial information for decision-making is developed.

MIS 450 • Internship/Special Project (3 units)
Prerequisites: MIS 212. Internship with VU or a local business in their MIS department performing as a functioning member.

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 university 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 units)
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 units)
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 units)
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 units)
Study of a special topic in computer applications. May be repeated for credit.

CAPL/EDUC 465 • The Use of Computers in Education (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 computer requirement.

DEPARTMENT OF MUSIC

James L. Melton, D.M.A., Chair
Suzanne Reid, D.M.A., Associate Chair
Greg Glancey, Ph.D., Assistant Chair

MISSION: The Department of Music seeks to provide understanding and appreciation of the creative process and historical context of music with a Christian world-view, by offering opportunities for all students to create and recreate music through writing and performance, and to develop their performance skills both individually and through participating in musical ensembles. Further, the program is designed to prepare students to effectively communicate the aesthetic qualities of music from various styles and cultures to a diverse population – whether in music ministry, performance, music industry careers, or teaching in public or private schools.

The Department of Music offers a Bachelor of Arts in Music with emphases in Music Education, Music Ministry, Music Composition, or Performance, a Bachelor of Arts in Music and Worship Arts with emphases in Art, Communication, Theatre, TV/Film, or Worship Ministry, as well as a minor in Music. The emphasis in Music Education leads toward the music subject requirements for a State of California Single Subject Teaching Credential.

Music Major Core Requirements — 60 units

Lower Division		**25 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 220	Introduction to MIDI	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:	
MUSC 200, 240, 241, 250, (1-1-1-1)	4 units
Applied Music:	
Instrumental, Piano, Organ, Voice (1-1-1-1)	4 units
Recital Attendance:	
MUSC 114 A/ B, 214 A/ B	0 units

Students must show proficiency in Basic Musicianship II (MUSC 106) prior to enrolling in Theory I (MUSC 131). Students who need to enroll in MUSC 101 and/or MUSC 106 should be prepared to take up to five years to complete the Music Major.

All music majors must select one performance medium for an applied area of specialty (piano, organ, voice, string, wind, brass, percussion, or guitar). Participation and earning credit in department recitals during the semester and performance before a jury at the end of the semester are required in each applied Music course. Music Education and Music Ministry emphases require eight consecutive semesters of study in the same performance medium. Performance and Composition emphases are subject to their stated applied music requirements.

Upper Division		**35 units**
MUSC 325	Music History and Literature I (Music Before 1600)	3 units
MUSC 326	Music History and Literature II (1600-1900)	3 units
MUSC 330	Twentieth Century and World Music	3 units
MUSC 331A	Conducting	3 units
MUSC 332	Advanced Conducting	2 units
MUSC 301	Counterpoint	3 units
MUSC 401	Twentieth Century Music Theory	3 units
MUSC 402	Orchestration	3 units
MUSC 406C	Music and Worship	3 units
Ensemble		
MUSC 300, 340, 341, 350 (1-1-1-1)		4 units
Applied Music		
Instrumental, Piano, Organ, Voice (1-1-1-1)		4 units
Recital Attendance		
MUSC 314 A/ B, 414 A/B		0 units

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

Senior Recital	
MUSC, MUPF, or MUTC 491	1 unit
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 — 14 units

Applied Composition:		
Lower Division	MUTC 200, 210 (1 unit each)	2 units
Upper Division	MUTC 300, 310 (1 unit each)	2 units
	MUTC 400, 410 (2 units each)	4 units
MUTC 320	Advanced MIDI	2 units
MUSC 410	Choral Arranging	3 units
MUTC 491	Senior Recital in Composition	1 unit

Music Composition and Performance emphases provide an alternative for students who plan to pursue other professional careers in music. 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.

Music Education Emphasis — 16 units

MUSC 311	Teaching Music in a Multicultural Setting	3 units
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 337A	Music for Elementary Schools	3 units
MUSC 338	Secondary Instrumental Music Methods	2 units
MUSC 339	Secondary Vocal Music Methods	2 units
MUSC 422	Marching Band	2 units

Students who plan to pursue a California single subject credential in music should contact the graduate admissions office for procedures and requirements for admission and to determine required tests and prerequisites.

Music Ministry Emphasis 10 units

MUSC 339	Secondary Vocal Music Methods	2 units
MUSC 408	Church Music Administration	3 units
MUSC 410	Choral Arranging	3 units
MUSC 450	Church Music Internship (1 unit each)	2 units

The Music Ministry emphasis provides professional musical background for church music ministry.

Music Performance Emphasis 20 units

Instrumental Emphasis	20 units
Voice, Piano Emphasis	20 units

Students may apply for admission to the Performance Emphasis during their second semester of applied music instruction. In this emphasis, eight consecutive semesters of study in one performance medium are required. (Two consecutive semesters at 30-minutes and six consecutive semesters at 60-minute lessons.)

Applied Music		
Instrumental, Piano, Organ, Voice (1 unit each)		2 units
Applied Music Performance (MUPF):		
Lower Division	Instrumental, Piano, Organ, Voice (2 units each)	4 units
Upper Division	Instrumental, Piano, Organ, Voice (2 units each)	8 units

Voice		
MUSC 255	Foreign Language Diction	2 units
MUSC 420	Vocal Pedagogy	2 units
MUPF 391	Junior Recital	1 unit
MUPF 491	Senior Recital	1 unit
Piano/Organ		
MUSC 351	Piano Pedagogy I	2 units
MUSC 353	Piano Pedagogy II	2 units
MUPF 391	Junior Recital	1 unit
MUPF 491	Senior Recital	1 unit
Instrument		
Small Ensemble		4 units
MUPF 391	Junior Recital	1 unit
MUPF 491	Senior Recital	1 unit

Piano Proficiency Requirements

Basic piano proficiency skills are required of all music majors for graduation. Students can prepare for this requirement by enrolling in Class Piano each semester in residence until the student has passed the proficiency examination. Students must receive a grade of "C" or higher in Class Piano to continue on to the next level. Students are required to pass the piano proficiency exam in order to graduate. The sections of the piano proficiency exam may be taken at one time or in sections. Students who have not demonstrated proficiency are required to enroll in Class Piano until proficiency is achieved. Information regarding the examination is available from the Music Department or Proficiency Coordinator. 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 second semester in residence.

Music and Worship Arts Major

Core Requirements — 65 units

Lower Division		**36 units**
CFST 101	Intro to Formation/Discipleship	2 units
THEA 102	Acting for Non-Majors	3 units
*MUSC 105A	Class Piano I	1 unit
*MUSC 105B	Class Piano II	1 unit
MUSC 106	Basic Musicianship II	2 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 220	Introduction to MIDI	1 unit
THEA 206	Crew	
or THEA 132A	Theatrical Performance I	1 unit
BINT 270	Research Methods/Study of Scripture	3 units
COMM 258	Christianity and Artistic Culture	3 units
COMM 273	Visual Technology	3 units
Ensemble:		4 units
MUSC 200, 240, 241, or 250		
Applied Music:		4 units
Guitar, Piano, or Voice		
Recital Attendance:		
MUSC 114A/B, 214 A/B		0 units
Upper Division		**29 units**
MUSC 309	Foundations of Worship	3 units
PLST 310	Intro to Christian Leadership	2 units
PLST 314	Intro to Preaching and Teaching	2 units
MUSC 326	Music History and Literature II	3 units
MUSC 331	Conducting	3 units
MUSC/PLST 406C	Music and Worship	3 units
MUSC 408	Church Music Administration	3 units
MUSC 411	Creative Worship in the Contemporary Church	2 units
MUSC 450	Church Music Internship (1 unit each)	2 units
MUSC 499C	Faith, Life, and Worship Arts, with Seminar	2 units
Ensemble:		2 units
MUSC 300, 340, 341, 350		
Applied Music:		2 units
Guitar, Piano, or Voice		
Recital Attendance:		
MUSC 314 A/B		0 units

* If the main instrument of emphasis chosen by the student is piano, two units of private instruction in voice will be required as substitution for Class Piano I and II.

In addition to the core curriculum above, students will select either the Art, Communication, Theatre, TV/Film, or Worship Leadership emphasis. Courses taken in the music major core do not meet emphasis requirements. The requirements of each emphasis are listed below.

Art Emphasis — 11 units

ART 252C	History and Appreciation of Art	3 units
ART 256	Drawing and Rendering	
or ART 275	Drawing and Painting	3 units
COMM 222	Photography	4 units
ART 290	Art Practice	1 unit

Communication Emphasis — 11 units

COMM 222	Photography	4 units
COMM 333	Small Group Leadership	3 units
ENGL 350	Creative Writing	
or ENGL/THEA 360	Dramatic Literature: Script Analysis	3 units
COMM 115/315	Intercollegiate Forensics: Individual	
or COMM 116/316	Intercollegiate Forensics: Debate	
or COMM 119/319	Publications: Newspaper	1 unit

It is the student's responsibility to meet prerequisites for each course.

Theatre Emphasis 12 units

THEA 106	Beginning Set Construction	
or THEA 110	Beginning Costume Construction	2 units
THEA 200C	Intro to Theatre*	3 units
THEA 206	Crew	
or THEA 132A	Theatrical Performance I	1 unit
COMM 333	Small Group Leadership	3 units
THEA 350	Stage Management	3 units

* This course does not fulfill the Fine Arts Requirement for a Theatre Emphasis students.

TV/Film Emphasis 13 units

MUTC 320	Advanced MIDI	2 units
COMM 333	Small Group Leadership	3 units

Choice of **two** of the following courses: 8 units

COMM 271	Audio Techniques in Production
or COMM 343	Digital Video Production
or COMM 354	News, Sports, and Media Broadcasting
or COMM 483	The Recording Studio in Production

It is the student's responsibility to meet prerequisites for each course.

Worship Leadership Emphasis 12 units

OT 310	Psalms	
or MUSC 328	Hymnody	3 units
ICST 272	Theology of Church Mission	
or PLST 312	Intro To Pastoral Care	2 units
MUSC 332	Advanced Conducting	2 units
MUSC 451	Worship Leader Internship (1 unit each)	2 units
PLST 420	Disciplines Of The Spiritual Life	3 units

Music Minor 24 units

Students in other academic majors can complete a minor in music. Upon completion of the theory placement exam, the student will be placed on one of two tracks for Music Theory. Students who need to enroll in the remedial course Basic Musicianship 1 (MUSC 101) should be advised that this course will not count toward the Music major/minor requirements.

Students must receive a grade of "C" or higher in all music theory courses in order for the credits to count toward the music minor degree.

MUSIC THEORY	Track I:	8 units
MUSC 106	Basic Musicianship II	2 units
MUSC 131	Music Theory I	3 units
MUSC 132	Aural Theory I	1 unit
MUSC 137	Aural Theory II	1 unit
or MUSC 220	Intro to MIDI	

MUSIC THEORY	Track II:	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
or MUSC 220	Intro to MIDI	
MUSC 331 B	Conducting	2 units
MUSC 406C	Music and Worship	3 units
MUSC 325	Music History and Literature I	3 units
or MUSC 326	Music History and Literature II	
or MUSC 330	Twentieth-Century and World Music	

Applied Music:
Instrumental, Piano, Organ, Voice
Four semesters in one performance medium (1 unit each) 4 units

Recital Attendance:
MUSC 114 A,/B 214 A/ B 0 units

Ensemble:
MUSC 200, 240, 241, 250 4 units

Music Theory and Music History and Literature Courses

MUSC 101 • Basic Musicianship I (2 units)
Designed for non-majors, music minors and perspective majors with no prior experience reading music. This course explores the basic elements of reading, writing, and hearing music. Students must receive a grade of "C" or higher to advance to MUSC 106. This course does not count towards the music major/minor requirements.

MUSC 106 • Basic Musicianship II (2 units)
Prerequisite: MUSC 101 or placement exam. Designed for music major and minors as a preparatory course for the music theory sequence. This course explores the basic elements of historical musical style including major and minor scale construction, keys, intervals, notation, terms, time signatures, chord and melody construction, harmonic analysis, melody harmonization, including sight-singing and ear-training. Students must receive a grade of "C" or higher to advance to MUSC 131.

MUSC 131, 136 • Music Theory I and II (3 units each)
This course is a 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 I, MUSC 132 and II, MUSC 137.

MUSC 132, 137• Aural Theory I, II (1 unit each)
This course is a study of 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.

MUSC 202C • Introduction to Music (3 units)
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. Music majors may not take this course to fulfill the Fine Arts core curriculum requirement. Lab fee.

MUSC 220 • Introduction to MIDI (1 unit)
Prerequisite: MUSC 131 or permission of instructor. This course is an 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 hands-on training in the basics of MIDI, MIDI sequencing, and computer music notation. Lab fee.

MUSC 231 • Music Theory III (3 units)
Prerequisite: MUSC 136 or placement by examination. Continued study of music theory through analysis, four-part writing and simple keyboard harmony including mode mixture, chromatic non-harmonic tones, chromatically altered chords, dominant ninth, eleventh and thirteenth chords, distant modulations, chromatic linear harmony, and an introduction to post tonal harmony. Students must receive a grade of "C" or higher to continue to the next level. Students in MUSC 231 must be concurrently enrolled in Aural Theory III, MUSC 232.

MUSC 236 • Music Theory IV (3 units)
Prerequisite: MUSC 231 or placement by examination. A study of musical forms and procedures composers have favored from the Baroque through the 19th century. Detailed aural and visual analysis of representative scores. Students must receive a grade of "C" or higher to continue on to upper-level music theory courses. Students in MUSC 236 must be concurrently enrolled in Aural Theory IV, MUSC 237.

MUSC 232, 237 • Aural Theory III, IV (1 unit each)
This course is a study of 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 each semester of Aural Theory.

MUSC 291, 292, 293 • Special Topics (1-3 units)
Prerequisite: Consent of Instructor. Study of a special topic in music. May be repeated for credit.

MUSC 301 • Counterpoint (3 units)
Prerequisite: MUSC 236. Study and writing of traditional contrapuntal forms including two-part inventions and canons, three-voice counterpoint.

MUTC 320 • Advanced MIDI (2 units)
Advanced sequencing techniques, orchestral and commercial music simulation, advanced editing and automated mixing, synthesizer program editing, program editor/librarian software, and advanced music notation and arranging. Also includes an introduction to synchronization using SMPTE timecode and QuickTime video for film scoring projects. Top industry standard MIDI sequencing and notation software are used. Lab fee.

MUSC 325 • Music History and Literature I (3 units)
Prerequisite: FINA 215C or consent of instructor. Non music majors require permission of the instructor. A survey of music history and literature from ancient times through the Baroque era (1750). Lab fee.

MUSC 326 • Music History and Literature II (3 units)
Prerequisite: FINA 215C or consent of instructor. Non-music majors require permission of the instructor. A survey of music history from the Classical and Romantic eras (1750 – 1900). Lab fee.

MUSC 330 • Twentieth-Century and World Music (3 units)
Prerequisites: FINA 215C or consent of instructor. Non-music majors require permission of the instructor. A survey of music history primarily focusing on the music of the twentieth century and a survey of world music; cultural contexts and indigenous music are studied. Lab fee.

MUSC 401 • Twentieth Century Music Theory (3 units)
Prerequisite: MUSC 236 or placement by examination. Study of harmony and form in the music of the 20th century, with an emphasis on post-tonal harmonic and motivic analysis, set theoretical and 12-tone analysis, and texture and timbre studies. In addition to detailed aural and visual analysis of representative scores, this course will examine how various styles and trends, such as Impressionism, Nationalism, new-Classicism, neo-Romanticism, Expressionism, Modernism, and Postmodernism influenced the music of this era. The course will conclude with an introduction to contemporary popular music and jazz music theory.

MUSC 402 • Orchestration (3 units)
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 units)
Prerequisite: MUSC 236. Arranging for choral ensembles with and without instrumental accompaniment in a variety of styles, including traditional, popular, and jazz.

MUSC 470 • Special Topic (1-3 units)
Prerequisite: Consent of the instructor. Study of a special topic in music. May be repeated for credit.

MUSIC EDUCATION COURSES

MUSC 311/EDUG 315 • Teaching Music in a Multicultural Setting (3 Units)
Prerequisites: one or more of the following (Co-requisites) MUSC 337, 338 or 339. Students seeking to complete the subject matter program in Music must take this class as part of that program to ensure that they are integrating historical content with their pedagogical experience. 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 30 hour 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. Lab Fee.

MUSC 312 • Woodwind Techniques (1 unit)
Elementary instruction in woodwinds: tone production, techniques, and care of the instruments. This course is an introduction to the teaching of the woodwind instruments. This course is only offered Fall of even years. Lab fee.

MUSC 313 • Brass Techniques (1 unit)
Elementary instruction in brass instruments: tone production, techniques, and care of the instruments. This course is an introduction to the teaching of the brass instruments. This course is only offered Spring of even years. Lab fee.

MUSC 331A • (Music Majors) Conducting (3 units)
Prerequisite: MUSC 236. Basic conducting and gesture techniques emphasizing choral music. Practical experience in conducting hymns and songs for worship, as well as preparing for the choral rehearsal.

MUSC 331B (Music Minors) Conducting (2 Units)
Prerequisite: MUSC 136 or permission of instructor. Basic conducting and gesture techniques emphasizing choral music. Practical experience in conducting hymns and songs for worship, as well as preparing for the choral rehearsal.

MUSC 332 • Advanced Conducting (2 units)
Prerequisite: MUSC 331. Advanced conducting techniques emphasizing instrumental music. Practical experience in preparing and presenting orchestral and band music. Lab fee.

MUSC 333 • String Techniques (1 unit)
Elementary instruction in strings: tone production, techniques, and care of the instruments. This course is an introduction to the teaching of strings. This course is only offered Fall of odd years. Lab fee.

MUSC 334 • Percussion Techniques (1 unit)
Elementary instruction in percussion: techniques and care of the instruments. This course is an introduction to the teaching of percussion. This course is only offered Spring of odd years. Lab fee.

MUSC 337A • Music for Elementary Schools (Music Majors/Minors) (3 units)
Prerequisite: MUSC 236 and 145B or equivalent. The course looks at purpose, curriculum, and methods of music education in the elementary school. There will be a survey of materials with consideration of their appropriateness in a sequential program of musical growth.

MUSC 337B • Music for Elementary Schools (non-music majors) (3 units)
This course looks at purpose, curriculum, and methods of music education in the elementary school. There will be a survey of materials with consideration of their appropriateness in a sequential program of musical growth.

MUSC 338 • Secondary Instrumental Music Methods (2 units)
The course examines 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 units)
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 422 • Marching Band Techniques (2 units)
Prerequisites: MUSC 312, 313, 334 or permission of instructor. The course will study and experience various field show drill design and marching techniques including Step-two, Asymmetrical, Corps style, along with computer charting techniques. Developing effective rehearsal techniques, program administration, and philosophical considerations for teaching a marching band as a part of a balanced instrumental music education program.

MUSC 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and department chair. Open to qualified upper division students. May be repeated for credit.

MUSIC MINISTRY AND WORSHIP ARTS COURSES

MUSC 294, 295, 296, 297 • Applied Church Music (1 unit each)
Private instruction in piano or organ with emphasis toward music as a tool for religious services. Students may register for a thirty 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 309 • Foundations of Worship (3 units)
Theological and historical survey of worship. Theological survey in the Bible from Genesis to Revelation. Key worship passages, biblical models of worship (Tabernacle, Temple, Synagogue, Pauline Worship, Worship in Revelation) and their contemporary counterparts and applications. Historical survey of worship including the practices of the Early Church through the Medieval Period, Luther and the Reformation, contemporary worship and the emerging church. This course is only offered the Fall of even years.

MUSC 328 • Hymnody (3 units)
Examines the history and development of the hymn and worship song, including biblical foundations for their inclusion in worship. Considers the contributions of individual composers and lyricists. Presents methodology for evaluating worship music. Explores traditional and contemporary performance practice, and song composition for corporate worship.

MUSC/PLST 406C • Music and Worship (3 units)
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. This course fulfills the Core Curriculum Capstone requirement for Music majors.

MUSC 408 • Church Music Administration (3 units)
Prerequisite: Permission of Instructor. 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. This course is only offered Fall of even years.

MUSC 411 • Creative Worship in the Contemporary Church (1 units)
How to craft a theologically relevant service; overseeing the sound and media; clarifying the role of visuals; building the team and managing rehearsals; working with the band; relating to pastor. Emphasis on skill development and student projects. This course is only offered Fall of odd years.

MUSC 450 • Church Music Internship (1 unit)
Prerequisite: Student is responsible to make arrangements and receive faculty approval of an internship site. Course approval notification will be submitted to the academic advisor prior to registration. 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 chair is required. Offered on a credit/fail basis only.

MUSC 451 • Worship Leader Internship (1 units)
Prerequisite: Student is responsible to make arrangements and receive faculty approval of an internship site. Course approval notification will be submitted to the academic advisor prior to registration. Participation in an in-church experience for planning, leading, and evaluating corporate worship, particularly in the area of music and the arts. It will also include personal experiences in the process of planning and leading worship, including journaling of worship experiences, creating materials for corporate worship, principles for working with volunteers, combined with an emphasis on spiritual formation and pastoral and theological principles of worship leading. The course will meet for a two hour session every two weeks. In addition, each student is required to be intimately involved in worship leadership in an established worship setting during the semester, in which approximately ten hours of work will be spent. Offered on a credit/fail basis only.

MUSC 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and department chair. Open to qualified upper division students. May be repeated for credit.

MUSC 494, 495, 496, 497 • Applied Church Music (1 unit each)
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 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.

MUSC 499C • Faith, Life, and Worship Arts, with Seminar (2 units)
A capstone course required of all Music and the Worship Arts majors. The course examines source readings concerning the integration of faith and various aspects of music and the arts. Students are challenged to evaluate the influence of the Christian faith upon their own individual music discipline. Class content also includes four weekend seminars, focused on relevant topics within the field of Worship and Contemporary Art. Seminar topics may include: Art and the Bible; Worship and the 21st Century; the Heart of the Artist; Empowering the Artist in the Local Church; Faith, Film and Culture; Congregational Worship and Song. The course culminates with the writing of an essay outlining the ways in which students believe their faith shapes their lives as both disciples and artists in their disciplines and a senior project.

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

MUSC 111 • Class Voice (1 unit)
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 unit each)
Group instruction open to all students. Class meets two hours each week.

MUSC 114A, 114B, 214A, 214B, 314A, 314B, 414A, 414B • Recital Attendance (0 units)

Regular recitals are presented by faculty, guest artists, and selected students from the studios of applied music instructors. Attendance at a specified number of general recitals is required of all music degree candidates for eight semesters,

music minors for four semesters, and students studying private music instruction for general elective units for the semester in which they are enrolled. Credit/Fail.

MUSC 255 • Foreign Language Diction (2 units)
Designed for voice majors. Study and practice of Italian, German, Latin, and French pronunciation. This course is only offered Spring of even years.

MUSC 351 • Piano Pedagogy I (2 units)
Prerequisite: Six semester of private piano at the college level or consent of the instructor. Survey of teaching methods and materials for beginning students. Study of learning styles, private studio procedures, and lesson planning. Includes observation of private and class piano and supervised experience teaching private lessons at the elementary level.

MUSC 353 • Piano Pedagogy II (2 units)
Prerequisite: Piano Pedagogy I or consent of the instructor. A continued study of methods and materials used in teaching intermediate level students. Includes observation of private and class piano and supervised experience teaching class piano.

MUSC 420 • Vocal Pedagogy (2 units)
Prerequisites: Six semesters of private voice instruction at college level. Scientific exploration into the workings of the vocal mechanism and the technique of vocal production. A survey of common vocal faults, corrective exercises and an overview of various vocal styles will be included. Under supervision of voice faculty, students will be required to teach a private voice student (basic instruction or non-college student), 30 minutes per week for six weeks towards the end of semester. This course is only offered Spring of odd years.

Applied Music Instruction

The applied music courses listed below are each one-unit successive levels of private music instruction. Each level is prerequisite to all higher levels. Students 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 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 unit each)
MUSC 116, 176, 216, 276, 316, 376, 416, 476, 487, 488 • Applied Music: Organ (1 unit each)
MUSC 117, 177, 217, 277, 317, 377, 417, 477, 483, 484 • Applied Music: Piano (1 unit each)
MUSC 118, 178, 218, 278, 318, 378, 418, 478, 485, 486 • Applied Music: Voice (1 unit each)

Applied Music Performance Instruction

Prerequisite: Students making application for the Performance Emphasis must have completed two consecutive semesters of private music instruction at the applied level. Students 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 department recitals, and to perform for faculty jury for their final examination. 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 215, 275, 315, 375, 415, 475, 481, 482 Applied Music • Instrumental (2 units each)

MUPF 216, 276, 316, 376, 416, 476, 487, 488 Applied Music • Organ (2 units each)

MUPF 217, 277, 317, 377, 417, 477, 483, 448 Applied Music • Piano (2 units each)
MUPF 218, 278, 318, 378, 418, 478, 485, 486 Applied Music • Voice (2 units each)

APPLIED COMPOSITION COURSES

MUTC 200, 210, 300, 310, 400, 410 • Applied Music: Composition (1 unit each)
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.

Junior and Senior Recitals

MUPF 391/MUTC 391 • Junior Recital (1 unit)
Prerequisites: Music Department approval and concurrent registration in MUPF/MUTC 375, 376, 377, 378 or higher applied music course number. Music majors with a Performance Emphasis 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. Guidelines for preparing, planning, scheduling and presenting a Junior Recital are available in the Music Department. Final grade is given by a committee of the Department of Music faculty. Lab fee.

MUPF 491 • Senior Recital (1 unit)
Prerequisites: Completion of seven consecutive semesters of performance music instruction and enrollment in the eighth semester of performance music instruction. Evaluation is based on the student's performance of the recital, and the final grade is given by a committee of the Department of Music Faculty. Lab fee.

MUSC 491 • Senior Recital (1 unit)
Prerequisites: Music majors having completed seven consecutive semesters of applied music instruction and enrollment in the eighth semester of applied music instruction. Music degree candidates must enroll during the semester of the senior recital performance. Evaluation is based on the student's performance of the recital, and the final grade is given by a committee of the Department of Music faculty. Lab fee.

MUTC 491 • Senior Recital (1 unit)
Prerequisites: Music Department approval and concurrent registration in MUTC 410. The Senior Recital in applied composition is a presentation (at least thirty minutes of music) or 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. Final grade is given by a committee of the Department of Music faculty. Lab fee.

Ensembles

All music majors must complete eight consecutive semesters of ensemble participation (eight units) including four units of Lower Division credit selected from MUSC 200, 240, 241, or 250 and four units Upper Division credit selected from MUSC 300, 340, 341, or 350. Music and Worship Arts majors must complete six consecutive semesters of ensemble participation.

MUSC 122 • Handbell Ensemble (1 unit)
Study and performance of handbell literature of various styles and musical periods. Meets two hours each week. Open to all students by audition. Offered upon demand. Does not meet the music major ensemble requirement.

MUSC 124 • Jazz Combo (1 unit)
Study and performance of jazz combo literature. Meets two hours each week. Open to all students by audition. Offered upon demand. Does not meet the music major ensemble requirement.

MUSC 200, 300 • Concert Band (1 unit each)
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 university functions. Meets three hours each week. Meets the ensemble requirement for music majors and minors and is an elective course. Open to all students by audition.

MUSC 219, 319 • Vanguard Singers & Band (1 unit each)
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. Includes 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 each week. Open to members of the Concert Choir, Concert Band, Women's Chorus, or Concert Orchestra by audition and interview. Serves as an elective. Does not meet the music major ensemble requirement.

MUSC 221/321 • Guitar Ensemble (1 unit)
Study and performance of guitar ensemble literature from all musical periods. Meets two hours each week. Open to all students by audition. Offered upon demand. Does not meet the music major ensemble requirement.

MUSC 222, 322 • Percussion Ensemble (1 unit each)
Study and performance of percussion ensemble literature from all musical periods. Meets two hours each week. Open to all students by audition. Offered upon demand. Does not meet the music major ensemble requirement.

MUSC 224, 324 • String Ensemble (1 unit each)
Study and performance of string ensemble literature from all musical periods. Meets two hours weekly. Open to all students by audition. Offered upon demand. Does not meet the music major ensemble requirement.

MUSC 223, 323 • University Jazz Band (1 unit each)
Study and performance of jazz and big band literature. Performs at special concerts on and off campus; provides music at athletic events and other university functions. Meets three hours each week. Does not meet the music major ensemble requirement. Open to all students. Offered upon demand.

MUSC 240, 340 • Concert Orchestra (1 unit each)
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 241, 341 • Women's Chorus (1 unit each)
The study, rehearsal, and performance of SSA (A) choral literature representative of all periods of music, including standard classical repertoire, spirituals, folk songs, hymn/anthem arrangements, and contemporary music. Outside ministry opportunities involve representing Vanguard University performing church and school concerts, including a week-long tour. Meets three hours weekly. Meets the ensemble requirement for music majors and minors and is an elective course. Open to all women, undergraduate and graduate students, by audition and interview.

MUSC 250, 350 • Concert Choir (1 unit each)
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 an elective course. Open to all undergraduate and graduate students by audition and interview.

MUSC 260, 360 • Brass Ensemble (1 unit each)
Study and performance of brass ensemble literature from all musical periods. Meets two hours each week. Open to all students by audition. Offered upon demand. Does not meet the music major ensemble requirement.

MUSC 267A, 367A • Woodwind Ensemble - Sax (1 unit each)
Study and performance of woodwind literature from all musical periods. Meets two hours each week. Open to all students by audition. Offered upon demand. Does not meet the music major ensemble requirement.

MUSC 267B, 367B • Woodwind Ensemble - Flute (1 unit each)
Study and performance of woodwind literature from all musical periods. Meets two hours each week. Open to all students by audition. Offered upon demand. Does not meet the music major ensemble requirement.

DEPARTMENT OF PSYCHOLOGY

Karen J. Hummel, 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 students' 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.

Both a major and a minor in Psychology are offered through the undergraduate Psychology Department.

Psychology Major Core Requirements 46 units

Survey of the Field **9 units**

PSYC 103C	General Psychology	3 units
PSYC 320	Developmental Psychology	3 units
PSYC 332	Abnormal Psychology	3 units

Research Component **10 units**

PSYC 265C	Introduction to Statistical Methods	3 units
PSYC 381	Research Methods in Psychology	4 units
PSYC 446	Psychological Testing	3 units

Psychological Perspectives **15 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 340, Biological Psychology	3 units
Sociocultural:	PSYC 324, Social Psychology	3 units
Spiritual:	PSYC 477C, Psychology and Christianity	3 units

Application **3 or more units**

PSYC 460	Field Practicum	3 units minimum
or both		
PSYC 474	Psychological Research I	
and PSYC 475	Psychological Research II	8 units
	(with permission of the instructor)	

Upper Division Electives **9 units**

Three 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 331*	Diversity 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 352	Culture and Psychology	3 units
PSYC 355	Survey of Human Services	3 units
PSYC 346	Human Sexuality	3 units
PSYC 370	Psychology of Work	3 units
PSYC 420	Behavior Modification	3 units
PSYC 434	Group Dynamics	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

* 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 21 units

PSYC 103C	General Psychology	3 units
PSYC 320	Developmental Psychology	3 units
PSYC 332	Abnormal Psychology	3 units
PSYC 265C	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 103C • General Psychology (3 units)
Prerequisite to all other psychology courses. This course explores the fundamental issues of psychology, including research in psychology, biological influences on development and behavior, learning and memory, motivation, personality, psychological disorders, psychological interventions, and social behavior.

PSYC/MATH/SOCS 265C • Introduction to Statistical Methods (3 units)
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. Students majoring in Accounting, Anthropology, Psychology, Social Science, or Sociology must take PSYC/MATH/SOCS 265C to fulfill the core curriculum requirement in mathematics.

PSYC 291, 292, 293 • Special Topic (1, 2, 3 units)
A lower division study of a special topic in psychology and may be repeated for credit.

PSYC/CFST/YLST 320 • Developmental Psychology (3 units)
Prerequisite: PSYC 103C. 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 units)
Prerequisite: PSYC 103C. 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 units)
Prerequisites: PSYC 103C or SOCI 100C. 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 331 • Diversity Issues in the Helping Professions (3 units)
Prerequisite: PSYC 103C. Exposes students to the psychological literature relevant to becoming more culturally sensitive to diverse ethnic populations and other forms of diversity. It addresses the unique changes required to the traditional psychological counseling theories and counseling practices that are associated with helping individuals from diverse backgrounds. 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 332 • Abnormal Psychology (3 units)
Prerequisites: PSYC 103C and PSYC 320. A study of sociocultural, spiritual, emotional, cognitive, and behavioral deviations with regard to description, patterns of development, measurement, and treatment methods.

PSYC/SOCI 335 • Social and Psychological Aspects of Aging (3 units)
Prerequisite: PSYC 103C or SOCI 100C. 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 340 • Biological Psychology (3 units)
Prerequisite: PSYC 103C. This course is an introduction to the concepts of biological psychology. Beginning with a basic understanding of brain structures, students will gain an understanding of how brain structure relates to brain function and to behavior. Topics covered include brain structure, neuronal communication, drugs and hormonal influences on the brain, visual sensation and perception, sleep and waking states, sexual behavior, brain lateralization, language, and psychological disorders.

PSYC 344/SOCI 345 • Family Violence (3 units)
Prerequisite: PSYC 103C or SOCI 100C. 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.

PSYC 345 • Theories of Personality (3 units)
Prerequisites: PSYC 103C and PSYC 320. A review and critical evaluation of the major personality theories and their supporting evidence.

PSYC/ANTH/SOCI 346 • Human Sexuality (3 units)
Prerequisites: SOCI 100C or PSYC 103C (preferably both), completion of NSCI 210/L Empirical World or other lab science, and junior or senior standing. Six units of upper division psychology or sociology recommended. 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 350 • Theories and Principles of Learning (3 units)
Prerequisites: PSYC 103C 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 352 • Culture and Psychology (3 units)
Prerequisite: PSYC 103C. Culture and Psychology will cover the nature of culture and its applications to understanding human functioning. Students will examine cultural influences on thought, emotion, behavior, and relationships through exploring their own and other domestic and international cultures.

PSYC 355 • Survey of Human Services (3 units)
Prerequisite: PSYC 103C or SOCI 100C. Survey of Human Services explores the ways in which care is provided for the whole individual, surveying community resources and developing an understanding of the ways in which human services are carried out in various settings. Ethical issues and the significance of a Christian worldview in human services are also examined.

PSYC 359 • Educational Psychology (3 units)
Prerequisite: PSYC 103C. 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 370 • Psychology of Work (3 units)
Prerequisite: PSYC 103C. Psychology of Work examines the role of psychology in enhancing well-being and productivity of working individuals and performance of organizations that employ them. Issues concerning both individual and group functioning are discussed: employee selection, matching jobs and individuals, training, performance evaluation, productive and counterproductive behavior in organizations, stress, leadership and organizational development. Furthermore, all of these issues are considered in the context of multilevel cultural influences, from organizational cultures to demands due to globalization.

PSYC 381 • Research Methods in Psychology (4 units)
Prerequisites: PSYC 103C and PSYC/SOCS/MATH 265C. An introduction to qualitative and quantitative research methods in psychology, including experimental, quasi-experimental, and correlation approaches. Students will learn to think critically about research, assessing threats to internal and external validity. Students will consider ethical issues in research and will learn to design and conduct research, including searching the literature, using SPSS to analyze data, and writing formal research reports using APA style.

PSYC 420 • Behavior Modification (3 units)
Prerequisite: PSYC 103C. 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 434 • Group Dynamics (3 units)
Prerequisite: PSYC 103C and consent of the instructor. Group Dynamics explores the various stages of groups, including pre-group assessment and screening of group members, group development, the initial stage, the transition stage, the working stage, and the final stage of groups. Students will be introduced to different types of groups. Ethical and multicultural issues as they apply to groups are examined. This course incorporates experiential learning processes where students learn about group processes through participation in an ongoing class experiential group. Each student will attend one group meeting of an ongoing secular group in the community and one group meeting of an ongoing Christian group in the community. Students taking this class are asked to be committed to group participation.

PSYC 440 • History and Systems of Psychology (3 units)
Prerequisites: PSYC 103C 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 units)
Prerequisites: PSYC 103C and PSYC/SOCS/MATH 265C. An examination of basic principles of construction, administration, scoring interpretation, and the use of psychological tests, including problems related to reliability and validity. The course also surveys the major types of psychological tests, with emphasis on group instruments.

PSYC 449 • Cognitive Psychology (3 units)
Prerequisite: PSYC 103C. 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 (1-4 units)
Prerequisites: Consent of the instructor and 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 460 • Field Practicum (1-4 units)
Prerequisite: PSYC 103C, PSYC 320, and PSYC 332. Field experience in a social service agency such as an outpatient health facility, a community organization, or a social program. The course can be taken from 1-4 units and may be repeated for credit. Thirty hours of field experience will be required for each credit hour. This course is controlled by the instructor and all field sites must be approved by the professor. The course instructor and the university manage the course requirements and responsibilities, which may include: a research paper, weekly journals, and various written assignments. The course requires weekly interaction between professor and student, as well as training and preparation that are comparable with other courses within the major. May be repeated for credit.

PSYC 462 • Counseling Theories (3 units)
Prerequisites: PSYC 103C, PSYC 320, and PSYC 332. 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 units)
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 units)
Prerequisite: PSYC 103C 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 units)
Prerequisites: PSYC/SOCS/MATH 265C 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 units)
Prerequisite: PSYC 474. Psychological research and assessment conducted in PSYC 474 will culminate in a written paper. The APA-formatted paper will include literature review, methodology, results, and discussion. The research paper or poster will be submitted for presentation at either an undergraduate or professional conference. Offered in the Spring semester.

PSYC 477C • Psychology and Christianity (3 units)
Prerequisite: Senior standing, declared psychology major. 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 480 • Individual Studies (1-3 units)
Prerequisite: PSYC 103C and consent of the instructor and department 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 units)
Prerequisite: PSYC 103C 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.

DEPARTMENT OF RELIGION

Gary Tyra, D.Min., Chair

MISSION: The Department of Religion is a learning community committed to the church and to the academy, dedicated to the study of Scripture, theology, mission, leadership, and spirituality for the purpose of transforming individuals, relationships and communities.

The Department of Religion houses both the Biblical Studies and Leadership Studies disciplines as part of the College, and serves both undergraduate and graduate programs within the School for Professional Studies.

The curriculum for the religion major is administered through two academic disciplines: Biblical Studies and Leadership Studies. The Department provides administrative oversight for the biblical studies concentration, and the biblical studies curriculum for all other concentrations of the religion major, as well as 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.

All Religion majors are expected to make satisfactory academic progress toward graduation. In addition to the requirements established by the university, the Department of Religion requires that all of its majors maintain a minimum G.P.A. of 2.0 in all major course work as part of their minimum requirement for graduation.

Religion Major Core Requirements 28 units

BINT 270	Research Methods for the Study of Scripture	3 units
ICST 272	A Theology of Church Mission	2 units
ICST 285	Theology and Worldview in a Multicultural Society	2 units
NT 462	Selected Themes in New Testament Theology	3 units
OT 472	Selected Themes in Old Testament Theology	3 units
PLST 310	Introduction to Christian Leadership	2 units
PLST 312	Introduction to Pastoral Care	2 units
PLST 314	Introduction to Preaching and Teaching	2 units
PHIL 201	Introduction to Philosophy	3 units
PLST 420	Disciplines of the Spiritual Life	3 units
THEO 499C	Theology and Ministry in a Post-Christian Context	3 units

Note: The configuration of these core requirements is built upon the core curriculum courses in religion (see Core Curriculum section of this catalog).

Biblical Studies Concentration Requirements 31 units

Choose one of the following sets (10 units):

BLAN 102	Introduction to Hebrew	2 units
BLAN 201	Beginning Greek I	4 units
BLAN 202	Beginning Greek II	4 units
OR		
BLAN 100	Introduction to Greek	2 units
BLAN 204	Beginning Hebrew I	4 units
BLAN 205	Beginning Hebrew II	4 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

PLST 406 is recommended as an elective.

Christian Formation and Discipleship Studies Concentration Requirements 32 units

CFST 101	Introduction to Christian Formation and Discipleship	2 units
CFST 102	Introduction to Intercultural Studies	2 units

Choose two of the following courses (4 units):		
CFST 322	Christian Formation of Children	2 units
CFST 324	Introduction to Youth Ministry	2 units
CFST 326	Adult Formation and Discipleship	2 units
CFST 430	Management in Christian Organizations	3 units
CFST 461	Integrative Field Studies	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

One course in a biblical language and PLST 406 are recommended as electives.

Intercultural Studies Concentration Requirements 32 units

ICST 102	Introduction to Intercultural Studies	2 units
Choose two of the following courses (6 units):		
ICST 315	Globalization of Church Mission	3 units
ICST 345	Intercultural Communication	3 units
ICST 454	Principles and Methods of Intercultural Ministry	3 units
ICST 485	Current Issues in Mission Studies	3 units
ICST 318	The Local and Global in Ethnographic Perspective	3 units
or ICST 320	Culture Change	
or ICST 464	Religion and Culture in Latin America	
or ICST Elective		
ICST 461	Integrative Field Studies	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

ANTH 102C is required as the social science elective in the core curriculum. One course in a biblical language and PLST 406 are recommended as electives.

Religion majors with a concentration in Intercultural Studies can also minor in Cultural Anthropology. Please see appropriate catalog section under the Anthropology major.

Pastoral Leadership Studies

Concentration Requirements 32 units

PLST 102	Introduction to Intercultural Studies	2 units
PLST 425	Narrative and Expository Preaching	3 units
PLST 430	Management in Christian Organizations	3 units
PLST 440	Pastoral Care and Counseling	3 units
PLST 461	Integrative Field Studies	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

One course in a biblical language and PLST 406 are recommended as electives.

Youth Leadership Studies

Concentration Requirements 32 units

YLST 102	Introduction to Intercultural Studies	2 units
YLST 324	Introduction to Youth Ministry	2 units
YLST 422	Preaching and Teaching in Youth Context	2 units
YLST 430	Management in Christian Organizations	3 units
YLST 432	Care and Counsel of Youth	2 units
or YLST Elective		
YLST 461	Integrative Field Studies	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

One course in a biblical language and PLST 406 are recommended as electives.

Religion Major with No Concentration

Requirements	32 units
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

PLST 406 is recommended as an elective.

Religion Minor

Students in other majors can complete a minor in Religion by completing a minimum of 20 units in courses that are approved by the Religion.

Religion courses required for the core curriculum may be applied to meet minor requirements.

Ministerial Credentials

Students who plan to apply for ministerial credentials should consult the chair of the Department of Leadership Studies 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 Department 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 Department of Religion office.

Biblical Interpretation Courses

BINT 270 • Research Methods for the Study of Scripture (3 units)
Prerequisite: NT 101C, OT 201C. 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 units)
Prerequisite: Consent of the instructor. Study of a special topic in Biblical Interpretation. May be repeated for credit.

BINT 440 • New Testament Backgrounds (3 units)
Prerequisite: NT 101C. 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 470 • Special Topics (1-3 units)
Prerequisite: Consent of the instructor. Study in a special topic in the field of Biblical interpretation. May be repeated for credit.

BINT 476 • Old Testament Backgrounds (3 units)
Prerequisites: OT 201C, NT 101C, 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 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

BIBLICAL LANGUAGES COURSES

BLAN 100 • Introduction to Greek (2 units)
An introduction to the Greek language which prepares students to do basic lexical and grammatical research.

BLAN 102 • Introduction to Hebrew (2 units)
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 units)
A two-semester course of instruction in the grammar of the Greek New Testament. BLAN 201 or demonstrated proficiency serves as prerequisite to BLAN 202. By the end of the second semester the student should be translating portions of the Greek New Testament. Offered alternate years.

BLAN 204, 205 • Beginning Hebrew I, II (4, 4 units)
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. BLAN 204 or demonstrated proficiency serves as prerequisite to BLAN 205. Offered alternate years.

BLAN/NT 301, 302 • Intermediate Greek I, II (3, 3 units)
Prerequisites: BLAN 201, BLAN 202 or demonstrated proficiency. 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 units)
Prerequisites: BLAN 204, BLAN 205 or demonstrated proficiency. 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 units)
Prerequisites: BLAN/NT 301, BLAN/NT 302 or demonstrated proficiency. 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 units)
Prerequisites: BLAN/OT 306, BLAN/OT 307 or demonstrated proficiency. 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 units)
Prerequisites: Approval of the 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, and Ugaritic. More than one language may be offered for credit. May be taken for elective credit only.

BLAN 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

CHRISTIAN FORMATION AND DISCIPLESHIP STUDIES COURSES

CFST 101 • Introduction to Christian Formation and Discipleship (2 units)
Recommended Prerequisite: NT 101C, OT 201C. 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 units)
Recommended Prerequisite: NT 101C, OT 201C. 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.

CFST 291, 292, 293 • Special Topic (1, 2, 3 units)
Study in a special topic in philosophy. May be repeated for credit.

CFST/ICST/YLST 305 • Evangelism (3 units)
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 units)
Prerequisite: PSYC 103C. 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 units)
Recommended 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 units)
Recommended Prerequisite: CFST 101. 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 units)
Recommended 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 units)
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 units)
Recommended Prerequisite: CFST 101 or permission of the 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/PSYC 359 • Educational Psychology (3 units)
Prerequisite: PSYC 103C. 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/PLST/YLST 426 • Small Group Ministry (3 units)
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 units)
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 unit)
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 units)
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 units)
Prerequisite: PLST 310, PLST 312, and PLST 314. Highly Recommended: PLST 450 or PLST 460.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. For graduating seniors only.

CFST 470 • Special Topics (1-3 units)
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 units)
Prerequisite: Consent of the instructor and divisional chair. May be repeated for credit.

CFST 493 • Senior Colloquium (3 units)
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/ICST 310 • History of the Expansion of Christianity (3 units)
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 units)
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 352 • American Religious History (3 units)
A study of religious groups, institutions, and major figures in relation to American culture, from native American religion until today. Development of religious thought, and analysis of contemporary religious scene.

CHIS/HIST 365 • Ancient Church History (3 units)
A history of the Christian church from the time of Christ until the fall of the Roman Empire in the west in 476 AD. The class will study the religious world into which Christianity was born, the growth and theology of the early church, and its relationship to the larger Roman world. Students will learn about major leaders, events, and challenges that the early church faced.

CHIS 400C • Christian Heritage (3 units)
This course explores our Christian heritage, showing how the community of believers has evolved over time, from the timeless creeds developed in the early Christian era, to the split between Rome and Eastern Orthodoxy, to the Protestant Reformation and the proliferation of denominations down to the twentieth century. The recent period highlights the rise of Pentecostalism and its place in the past century, the increasingly global sweep of the Church, and the relative decline of the European role in Christianity. The last section deals with the challenges and prospects of the twenty-first century and the roles available to our students.

CHIS/HIST 425 • Topics in American Religious History (3 units)
Prerequisites: HIST 156C and HIST 262. The class will focus on one topic particular to American religious history and study it in detail. The topics could include: women in American religious history, new religions and cults, evangelical Christian culture in America, specific religious groups such as the Puritans or evangelicals.

CHIS/HIST 420 • History of Pentecostalism (3 units)
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 units)
The transition from medieval to modern civilization, emphasizing those forces and persons which brought about change in Europe's intellectual and religious outlook.

CHIS 470 • Special Topics (1-3 units)
Prerequisite: Consent of the instructor. Study of a special topic in church history. May be repeated for credit.

CHIS 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

CHIS 490 • Seminar in Church History (3 units)
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 STUDIES COURSES

ICST/CFST/PLST/YLST 102 • Introduction to Intercultural Studies (2 units)
Recommended Prerequisite: NT 101C and OT 201C. 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 units)
Prerequisite: NT 101C, OT 201C, and THEO 103C or THEO 101C. 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 units)
Prerequisite: NT 101C, OT 201C, and THEO 103C or THEO 101C. 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 units)
Study of a special topic in intercultural and urban studies. May be repeated for credit.

ICST/CFST/YLST 305 • Evangelism (3 units)
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 units)
A survey of the missionary activities of the church from biblical times to the present, especially emphasizing the development of modern missions.

ICST 315 • Globalization of Church Mission (3 units)
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/SOCI 320 • Social and Culture Change (3 units)
Prerequisite: ANTH 102C; SOCI 100C recommended. 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/ANTH 322 • Ethnographic Perspectives (3 units)
Prerequisite: ANTH 102C. Examines family life, religious belief, social and economic organization, politics and genders from a detailed, cross-cultural perspective. Ethnographic case studies provide in-depth comparisons of the cultural practices and beliefs of non-Western peoples with the cultural traditions of North American peoples. Course also stresses comparison and interpretation of contemporary social problems in Western and non-Western societies. Course requires students to become familiar with utilizing basic anthropological research methods for conducting small-scale field projects.

ICST/ANTH/HIST 339 • Area Studies: [Topical Area] (3 units)
Prerequisites: ANTH 102C. Area Studies is an intensive examination of specific regions of the world. Each course gives a brief survey of the region with attention to cultural history, ethnicity, family structure, political organization, technology, social structure, ethnopsychology, economics and ideologies present within the region. Issues of cultural difference and commonality, regional minority sub-cultural groups, and the role that this region plays within "global" culture are also addressed. (This course may be repeated for credit.)

ICST 345 • Intercultural Communication in Ministry (3 units)
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 units)
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/SPAN 428 • Contemporary Issues in Latin American Countries (3 units)
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 454 • Principles and Methods of Intercultural Ministry (3 units)
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. This course is offered at the Costa Rica Study Center.

ICST/CFST/PLST/YLST 461 • Integrative Field Studies (3 units)
Prerequisites: PLST 310, PLST 312, and PLST 314. Highly Recommended: PLST 450 or PLST 460. 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 units)
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 units)
Prerequisite: OT 201C. 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 units)
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 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

ICST 485 • Current Issues in Mission Studies (3 units)
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. This course is offered at the Costa Rica Study Center.

ICST 490 • Seminar in Intercultural Ministry (3 units)
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 101C • New Testament Survey (3 units)
Prerequisite to all upper division courses in New Testament. A close study of the New Testament text, examining the foundations of Christianity within its historical contexts, and presenting the principles and tools of interpretation.

NT 291, 292, 293 • Special Topic (1, 2, 3 units)
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 units)
Prerequisites: BLAN 201, BLAN 202 or demonstrated proficiency. 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 units)
Prerequisite: NT 101C. 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 units)
Prerequisite: NT 101C. A critical examination of the assumptions, history, methods, and conclusions of the so-called, "Quest of the Historical Jesus." We then interpret the data about Jesus against the history and culture of late Second Temple Judaism, followed by an examination of the meaning of Jesus' life and work.

NT 315 • The Gospel of Mark (3 units)
Prerequisite: NT 101C. A study of the background, theology, community and literary significance of the Markan traditions of Jesus.

NT 320 • Johannine Literature (3 units)
Prerequisite: NT 101C. 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 units)
Prerequisite: NT 101C. 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 units)
Prerequisite: NT 101C. 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 units)
Prerequisite: NT 101C. 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 units)
Prerequisite: NT 101C. 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 units)
Prerequisites: NT/BLAN 301, NT/BLAN 302 or demonstrated proficiency. 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 units)
Prerequisite: Prerequisites: NT 101C, OT 201C. 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 units)
Prerequisite: NT 101C. 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 units)
Prerequisite: NT 101C. 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 units)
Prerequisite: NT 101C, THEO 103C or THEO 101C. 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 units)
Prerequisite: Consent of the instructor. Study of a special topic in New Testament. May be repeated for credit.

NT 472 • Synoptic Gospels (3 units)
Prerequisites: NT 101C. 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 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

NT/OT/THEO 482 • Biblical Theology of Love, Sex, Marriage, and Family (3 units)
Prerequisites: NT 101C, OT 201C, 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 units)
Prerequisites: NT 101C, OT 201C, 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 units)
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 201C • Old Testament Survey (3 units)
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, with emphasis on theological themes such as creation, election, and redemption.

OT 291, 292, 293 • Special Topic (1, 2, 3 units)
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 units)
Prerequisites: BLAN 204, BLAN 205 or demonstrated proficiency. 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 units)
Prerequisite: OT 201C. A study of selected Psalms, especially noting the structure, language, meaning, authorship, and historic setting of each.

OT 320 • Poetic and Wisdom Literature (3 units)
Prerequisite: OT 201C. 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 units)
Prerequisite: OT 201C. 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, and OT 334 Minor Prophets.

OT 341-345 • Pentateuch (3 units)
Prerequisite: OT 201C. An examination of the historical and legal formulations in Genesis through 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, and OT 345 Deuteronomy.

OT/BLAN 406, 407 • Advanced Hebrew I, II (2, 2 units)
Prerequisites: OT/BLAN 306, OT/BLAN 307 or demonstrated proficiency. Syntactical and exegetical analysis of selected portions from the Hebrew Old Testament. Offered on demand.

OT/NT 420 • Apocalyptic Literature (3 units)
Prerequisite: Prerequisites: NT 101C, OT 201C. 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 units)
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, and Ugaritic. More than one language may be offered for credit. May be taken for elective credit only.

OT/ICST 466 • Introduction to Judaism (3 units)
Prerequisite: OT 201C. 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 units)
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 units)
Prerequisite: NT 101C, OT 201C, THEO 103C or THEO 101C, and 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 units)
Prerequisites: OT 201C, NT 101C, 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. This course does not fulfill a core curriculum requirement.

OT 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

OT/NT/THEO/WMST 482 • Biblical Theology of Love, Sex, Marriage, and Family (3 units)
Prerequisites: NT 101C, OT 201C, and a basic course in theology. An exploration of the biblical attitudes assumed toward love, sex, marriage, and the family. This course does not fulfill a core curriculum requirement.

OT/NT/THEO • 486 Biblical Theology of Power, Wealth, and Prosperity (3 units)
Prerequisites: NT 101C, OT 201C, and a basic course in theology. An exploration of the biblical attitudes assumed toward power and weakness, wealth and poverty, prosperity and suffering. This course does not fulfill a core curriculum requirement.

OT 490 • Seminar in Old Testament (3 units)
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 units)
Recommended Prerequisites: NT 101C and OT 201C. 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 291,292,293 • Special Topic (1, 2, 3 units)
Study of a special topic in pastoral leadership. May be repeated for credit.

PLST 310 • Introduction to Christian Leadership (2 units)
Prerequisite: NT 101C, OT 201C. 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 units)
Prerequisite: NT 101C, OT 201C, THEO 103C or THEO 101C. 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 units)
Prerequisite: NT 101C, OT 201C, THEO 103C or THEO 101C, and BINT 270. An introduction to the proclamation mission of communicating the gospel through teaching and preaching.

PLST/SOCI 349 • Religion & Society (3 units)
Prerequisites: SOCI 100C or ANTH 102C. The social structural approach to the study of religion, with particular emphasis on American society. Examines personal religious experience and expressions, structural forms, systemic relationships between religious systems and other social subsystems.

PLST/MUSC 406C • Music and Worship (3 units)
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. This course fulfills the Core Curriculum Capstone requirement for Music majors only.

PLST/COMM 414 • Advanced Preaching (3 units)
Prerequisites: PLST 314. Students in this course will work in a seminar instructional environment in which they will prepare and present a series of Bible studies and sermons. Students will receive practical experience in sermon construction and delivery, building on the introductory course. This limited enrollment course will meet the second level preaching requirement for the major.

PLST/THEO 417 • The Problem of Suffering and the Promise of Healing (3 units)
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 units)
Prerequisite: NT 101C, OT 201C, and THEO 103C or THEO 101C. 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 425 • Narrative and Expository Preaching (3 units)
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 units)
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 units)
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/THEO 432 • Women in Ministry (3 units)
An overview of the biblical and contemporary views on the leadership roles of women in the church, and the relevance of women in ministry for the modern church.

PLST 438 • Church Financial Administration (3 units)
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 units)
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 units)
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 units)
Prerequisite: NT 101C. 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 unit)
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 units)
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 Department of Religion office.

PLST 460 • Practicum (1-3 units)
Prerequisite: Approval of the Department Chair. 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 Department of Religion office.

PLST/CFST/ICST/YLST 461 • Integrative Field Studies (3 units)
Prerequisite: PLST 310, PLST 312, and PLST 314. Highly Recommended: PLST 450 or PLST 460A 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 units)
Prerequisite: Consent of the instructor. Study of a special topic in pastoral leadership. May be repeated for credit.

PLST 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

PLST 490 • Seminar in Pastoral Ministries (3 units)
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 units)
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. This course does not fulfill a core curriculum requirement.

PHIL 210 • Critical Thinking (3 units)
An introduction to deductive and inductive reasoning, informal logic, semantics, and the techniques of analysis, creative thinking, and problem solving. This course does not fulfill a core curriculum requirement.

PHIL 291, 292, 293 • Special Topic (1, 2, 3 units)
Study of a special topic in philosophy. May be repeated for credit.

PHIL 310, 311 • History of Philosophy (3, 3 units)
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. These courses do not fulfill a core curriculum requirement.

PHIL 430 • Ethics (3 units)
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 units)
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. This course does not fulfill a core curriculum requirement.

PHIL/THEO 467 • Beauty and the Christian Life: Theology and Aesthetics (3 units)
Prerequisite: THEO 103C or THEO 101C. An exploration of the category of beauty as it is variously addressed within the Bible, historic and contemporary Christian theology, and philosophy. These sources will be considered so that students may begin developing their own constructive theology of beauty.

PHIL 470 • Special Topics (1, 3 units)
Prerequisite: Consent of the instructor. Study of a special topic in philosophy. May be repeated for credit.

THEOLOGY COURSES

THEO 101C • Foundations of Christian Life (3 units)
An introduction to Christian faith and life, embracing the primary theological tenets and fundamental values that empower a Christian to address contemporary

cultural issues, seek integrity in personal behavior, and respond to the great commission to reach the world.

THEO 103C • Introduction to Theology (3 units)
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. Students majoring in Religion (any concentration) must take THEO 103C to fulfill the core curriculum requirement in theology.

THEO 291, 292, 293 • Special Topic (1, 2, 3 units)
Study of a special topic in theology. May be repeated for credit.

THEO 300C • Developing a Christian World View (3 units)
This course surveys the history of philosophical worldviews and life narratives as a background for understanding the challenges involved in developing a theology and ethic accountable to the biblical witness but contextual in a given culture. Theological currents leading to postmodernity will be explored through the lens provided by the questions and encounters that emerge from both western and non-western Christian perspectives.

THEO 301 • Christian Ethics (3 units)
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 units)
Prerequisite: THEO 103C or THEO 101C. 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 units)
Prerequisite: THEO 103C or THEO 101C. 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 units)
Prerequisite: THEO 103C or THEO 101C. 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 units)
Prerequisite: THEO 103C or THEO 101C. 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 units)
Prerequisite: THEO 103C or THEO 101C. 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 units)
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 415 • Introduction to Narrative Theology (3 units)
This course explores the implications of storytelling and narrative as a way of thinking about — and engaging in – the theological task. It is the assumption of this course that the conceptual categories of narrative are irreducible to other forms of thought and that they therefore represent a domain of knowledge, which possesses its own independent validity. Put differently, the think in story. For this reason, interpretation, which is sensitive to narrative form, may help to expose that value. It is the purpose of this course to develop the sensitivities necessary to understand this important dimension of religious expression.

THEO/PLST 417 • The Problem of Suffering and the Promise of Healing (3 units)
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/PLST 432 • Women in Ministry (3 units)
An overview of the biblical and contemporary views on the leadership roles of women in the church, and the relevance of women in ministry for the modern church.

THEO/PHIL 437 • Philosophy of Religion (3 units)
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 454 • Historical Theology I (1-3 units)
An investigation of the system of doctrine of the Christian faith taught in the church prior to the reformation, with attention to the lives of the framers of early Christian doctrine, in order to understand and assess the contributions made.

THEO 456 • Historical Theology II (1-3 units)
This course is an exploration of the development of Christian Theology and doctrine that began with the Reformation period of the sixteenth century and culminated at the close of the twentieth century. The development of theological themes during this modern period will be discussed against the background of major events in church history and will be evaluated in terms of its relevance for the current situation of the churches.

THEO/NT 462 • Selected Themes in New Testament Theology (3 units)
Prerequisite: NT 101C, THEO 103C or THEO 101C. 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 units)
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 units)
Prerequisite: THEO 103C. 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/PHIL 467 • Beauty and the Christian Life: Theology and Aesthetics (3 units)
Prerequisite: THEO 103C or THEO 101C. An exploration of the category of beauty as it is variously addressed within the Bible, historic and contemporary Christian theology, and philosophy. These sources will be considered so that students may begin developing their own constructive theology of beauty.

THEO 470 • Special Topics (1-3 units)
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 units)
Prerequisites: NT 101C, OT 201C, THEO 103C or THEO 101C, 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 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

THEO/OT/NT 482 • Biblical Theology of Love, Sex, Marriage, and Family (3 units)
Prerequisite: NT 101C, OT 201C, 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 units)
Prerequisite: THEO 103C. 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 units)
Prerequisite: NT 101C, OT 201C, 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 units)
Further study of the writings of C.S. Lewis emphasizing his articulation and defense of the Christian faith.

THEO 490 • Seminar in Theology (3 units)
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.

THEO 499C • Theology and Ministry in a Post-Christian Context (3 units)
Required of all religion majors during the senior year. This capstone course explores the changing role of pastoral, theological, and ethical reflection and practice in the contemporary context of shifting social realities. Particular attention is paid to the role of Pentecostalism within this matrix.

Youth Leadership Studies Courses

YLST/CFST/ICST/PLST 102 • Introduction to Intercultural Studies (2 units)
Recommended Prerequisite: NT 101C, OT 201C. 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 units)
Study of a special topic in youth leadership. May be repeated for credit.

YLST/CFST/ICST 305 • Evangelism (3 units)
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 units)
Prerequisite: PSYC 103C. 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 units)
Prerequisite: PSYC 103C. 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 units)
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 units)
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 units)
Prerequisite: CFST 102 or permission of the 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 units)
Prerequisite: PLST 314 and 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 units)
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 units)
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 units)
Prerequisite: PLST 312 and 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 units)
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 units)
Prerequisite: Approval of the Chair. 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 Department of Religion office.

YLST/CFST/ICST/PLST 461 • Integrative Field Studies (3 units)
Prerequisite: PLST 310, PLST 312, and PLST 314. Highly Recommended: PLST 450 or PLST 460A 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 units)
Prerequisite: Consent of the instructor. Study of a special topic in youth leadership. May be repeated for credit.

YLST 480 • Individual Studies (1-3 units)
Prerequisite: Consent of the instructor and the Chair. May be repeated for credit.

YLST 490 • Seminar in Youth Leadership Studies (3 units)
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.

DEPARTMENT OF SPANISH

Karen Lee, Ph.D., Chair

(MAJOR SUSPENDED FOR 2009-2010)

MISSION: The Spanish Department prepares students educationally and spiritually as they seek to learn the language and understand the Spanish-speaking world, its culture, and literature. The Spanish major provides a liberal arts education which focuses broadly on the Spanish language and its use within a historical and 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 an achievement and proficiency exam. The exam will cover areas of reading, speaking, writing, listening, literature, and culture.

Spanish majors are required to complete at least fifty-three units in the major; forty-five units will be in the Spanish language.

In addition to the Spanish major, both a Spanish minor and a concentration in Spanish for Liberal Studies majors are offered.

Spanish Major Core Requirements 53 units

Language Proficiency Core*		**16 units**
SPAN 203	Intermediate Spanish	4 units
SPAN 204	Intermediate Spanish II	4 units
SPAN 303	Advanced Spanish I	4 units
SPAN 304	Advanced Spanish II	4 units
SPAN 101*	Beginning Spanish	4 units
SPAN 102*	Beginning Spanish II	4 units

*SPAN 101 Beginning Spanish I (4 units) and SPAN 102 Beginning Spanish II (4 units) will also be required for those who enter without sufficient language fluency and/or background. The Director of the Spanish program will determine the entry level for language study.

Culture & Literature Preparation Core		**12 units**
SPAN 365	Curso Panorámico de Latinoamérica	
Or SPAN 366	Civilization and Culture of Spain	3 units
SPAN 453	Language, Culture and Linguistics	3 units
Any course in Latin American Literature		3 units
Any course in Spanish Literature		3 units

Capstone		**3 units**
SPAN 499	Capstone in Spanish	3 units

Culture & Language Participation and Application Core		**16 units**
SPAN 380	CINCEL Semester Abroad	1 unit
CINCEL Courses (See description below)		15 units

Upper Division Electives **6 units**

To complete the Spanish major, six additional units of upper division Spanish will be required. The six units may be chosen from any upper division courses offered in culture, language, civilization, or literature.

Summary of the Spanish Major Requirements

Language Proficiency Core	16 units
Culture & Literature Preparation Core	12 units
Capstone in Spanish	3 units
Culture & Language Participation and Application Core	16 units
Upper Division Electives	6 units

CINCEL

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 accustomed 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 Chair 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. Students must have completed the intermediate level (SPAN 203-204) or the equivalent.

CINCEL Courses (8, 16 units)

(Note: The lesser unit values refer to courses in the 8-week summer trimester for students pursuing the Minor in Spanish).

SPAN 380	CINCEL Semester Abroad	1 unit
SPAN 382	Spanish Grammar, CINCEL	2, 5 units
SPAN 384	Spanish Conversation, CINCEL	2, 4 units
SPAN 386	Spanish Phonetics, CINCEL	2, 4 units
SPAN 388	Spanish Practicum, CINCEL	1, 2 units

Advanced students, if recommended by CINCEL, may take one or more of the following courses:

SPAN 481	Literature of Latin America, CINCEL	2 units
SPAN 483	Composition, CINCEL	2 units
SPAN 485	Translation, CINCEL	2 units

Additional Coursework at CINCEL

Any student desiring to take extra units of study while at CINCEL must receive written approval in advance from the Spanish Department, and have academic and financial registration completed for the units before going to CINCEL. To be counted as Spanish units, such extra units must be taught in Spanish with Spanish readings, and not novels in English translation, for example.

Spanish Minor

Twenty-one upper division units in Spanish will comprise the minor. Courses should be chosen in consultation with an advisor in the Spanish Department. It is recommended that Spanish Minors complete eight units at CINCEL or another approved language immersion experience that entails college-level coursework.

Spanish Major: Teaching Emphasis

Students desiring to complete the Spanish Subject Matter Program for a California Teaching Credential must complete the requirements for the Spanish major plus SPAN 315/EDUC 315.

CLEP

CLEP scores are considered general education. CLEP units will therefore be counted as lower division credit.

SPANISH COURSES

SPAN 101 • Beginning Spanish I (4 units)
An introductory course which begins the process of developing fluency in speaking, reading, writing, and listening.

SPAN 101A • Beginning Spanish (2 units)
Equivalent to the first half of SPAN 101, Beginning Spanish I.

SPAN 101B • Beginning Spanish (2 units)
Equivalent to the second half of SPAN 101, Beginning Spanish I. Prepares students for SPAN 102.

SPAN 102 • Beginning Spanish II (4 units)
Prerequisite: SPAN 101 or consent of the instructor. Continues to develop fluency in speaking, pronunciation, reading, writing, and listening.

SPAN 203 • Intermediate Spanish I (4 units)
For students who have completed SPAN 101 and 102 or equivalent. Continues to develop fluency in all areas at a more advanced level.

SPAN 204 • Intermediate Spanish II (4 units)
Prerequisite: SPAN 203 or consent of the instructor. Continuation of SPAN 203.

SPAN 291, 292, 293, 294 • Special Topics (1, 2, 3, 4 units)
Study of special topic focusing on Spanish culture, language, civilization, or literature. May be repeated for credit.

SPAN 303 • Advanced Spanish I (4 units)
Emphasizes advanced levels of the four skills (speaking, reading, writing, and listening). May be taken concurrently with other advanced Spanish courses. Includes selected readings/discussions from Spanish and Spanish American literature and culture.

SPAN 304 • Advanced Spanish II (4 units)
Prerequisite: SPAN 303 or consent of the instructor. Continuation of SPAN 303.

SPAN 315/EDUC 315 • Teaching Spanish in a Multicultural Setting (3 units)
Students seeking to complete the subject matter program in Spanish must take this class as part of that program to ensure that they are integrating Spanish content with their pedagogical experience. 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 30 hour 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. Lab fee.

SPAN 330 • Literature of Latin America (3 units)
The study of past and present Latin American authors with emphasis on theme, background, heritage, and culture.

SPAN 335 • Spanish Conversation and Composition (3 units)
Review and practice of fundamentals of Spanish grammar. Practice in writing essays and summaries in Spanish. Further refinement of speaking and listening skills.

SPAN 345 • Spanish Tutorial (1 unit)
Fluent Spanish speakers will work with students taking SPAN 101 and SPAN 102 to correct pronunciation and accent. These tutors will work closely with teachers of the classes and will be assigned three to four students each semester to tutor. CR/NC, with permission of Spanish faculty advisor.

SPAN 365 • Curso Panorámico de Latinoamérica (3 units)
Prerequisite: Consent of the instructor. Portrays a brief historical view of Latin America through themes rather than pure history. Some topics will be explored more for the insights they offer into Hispanic culture, while others will be for the interest they might have for class members. The course is taught in Spanish.

SPAN 366 • Civilización y Cultura de España (3 units)
Survey of Spanish culture and civilization as revealed through history, literature, art, and other cultural indicators. It is recommended that this course be taken before or concurrently with SPAN 368: Introducción a la Literatura Española. Conducted in Spanish.

SPAN 368 • Introducción a la Literatura Española (3 units)
A survey of Spanish literature from its beginnings through the twentieth century, including an analysis of a selected major Spanish literary work. It is recommended that this course be taken after or concurrently with SPAN 366 Civilización y Cultura de España. Conducted in Spanish.

SPAN 375 • Spanish for Helping Professions (3 units)
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 380 • CINCEL Semester Abroad (1 unit)
The CINCEL Program (Centro de Investigaciones Cultural y Estudios Lingüísticos) in San José, Costa Rica, in conjunction with Vanguard University, offers Vanguard students a total immersion experience in Spanish. 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.

SPAN/ICST 428 • Contemporary Issues in Latin American Countries (3 units)
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 382 • Spanish Grammar, CINCEL (2 or 5 units)
A study of the major challenges in Spanish grammar, including the verb system, areas of contrast with English, and lexical/semantic issues.

SPAN 384 • Spanish Conversation, CINCEL (2 or 4 units)
Intensive conversation with supportive written language practice. Emphasis is placed on vocabulary acquisition and idiomatic expressions.

SPAN 386 • Spanish Phonetics, CINCEL (2 or 4 units)
Study of the Spanish sound system, underlying concepts of Spanish speech production and applications to pronunciation.

SPAN 388 • Spanish Practicum, CINCEL (1 or 2 units)
Supervised field work in the Spanish-speaking community.

SPAN 452 • Summer Study Tours (1-6 units)
Prerequisite: Consent of the 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/ENGL 453 • Language, Culture, and Linguistics (3 units)
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 458 • La Lingüística Española (3 units)
Prerequisite: CINCEL and at least one other upper division course taught in Spanish. In-depth study of the Spanish sound system, phonology, morphology, dialectology, syntax, semantics, lexicon, and historical and modern contrastive analysis. Conducted in Spanish. Offered every other year. La Lingüística Española is required for the Subject Matter Program in Spanish.

SPAN 460 • Field Practicum (1-4 units)
Prerequisite: Span 304, junior or senior standing or consent of the 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 units)
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 units)
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 units)
Prerequisite: Consent of the instructor and departmental chair. May be repeated for credit.

SPAN 481 • Literature of Latin America, CINCEL (2 units)
Study of Latin American literature and authors. Emphasis is placed on literary analysis.

SPAN 483 • Composition, CINCEL (2 units)
Study and practice of various writing techniques.

SPAN 485 • Translation, CINCEL (2 units)
Study and practice of translation and interpretation. Students experience a variety of situations in order to develop confidence and fluidity in interpretation.

SPAN 490 • Seminar (3 units)
Prerequisite: Consent of the instructor. Mutual investigation of one topic of particular relevance to upper division Spanish majors. May be repeated for credit.

SPAN 499C • Capstone in Spanish (3 units)
Students will integrate their faith, learning and experience, through the in-depth study of a selection of complete works of Spanish and Latin American Literature within the framework of a Christian world view, and service to the Spanish-speaking community.

DEPARTMENT OF THEATRE ARTS

Susan K. Berkompas, M.F.A., Chair
David Pecoraro, M.F.A., Associate Chair
Lia M. Hansen, M.F.A., Associate 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, technical theatre, production, theatre management, script writing, theatre history, and dramatic literature. By imparting knowledge and allowing hands-on participation, the department is about preparing students to impact our world for God's glory.

The Department of Theatre Arts offers a Theatre Arts degree with the following concentrations: Performance/Directing, Technical/Design, or Musical Theatre. A Theatre Minor is also offered.

The Theatre degree requires a total of 124 units. This consists of 49 Core Curriculum units, 41 Theatre Core units, 22 or 23 Concentration units, and 16 or 17 elective units. Choosing from the list of suggested electives provides a more intensive training experience. However, these units may be taken in any discipline. A Theatre minor requires 23 units. Elective units may be taken in any discipline.

NOTE: Students have 3 less Core Curriculum units to complete because Theatre History I or II/THEA 202C-204C fulfills the 3 unit University Fine Arts Core Curriculum requirement. The total number of units required for graduation remains 124 units.

Theatre Arts Major Core Requirements 36 units

THEA 106	Beginning Set Construction	
or THEA 110	Beginning Costume Construction	1 unit
THEA 107	Acting I	3 units
THEA 202C	History of Theatre I	3 units
THEA 204C	History of Theatre II	3 units

THEA 212	Foundations of Theatre Arts	3 units
THEA 239	Makeup Design	3 units
or THEA 240	Scenic Painting	
THEA 306	Intermediate Set Construction	1 unit
or THEA 317	Intermediate Costume Construction	
THEA 309	Costume Design	3 units
THEA 315	Scenic Design	3 units
THEA 320	Lighting Design	3 units
THEA 324	Theory and Criticism	3 units
THEA 360	Dramatic Literature: Script Analysis	3 units
or THEA 442	Playwriting	
THEA 386	Junior Project	1 unit
THEA 450C	Theatre Internship	1 unit
THEA 495C	Senior Project	2 units

Performance/Directing Concentration 23 units

THEA 126	Beginning Voice and Speech	3 units
THEA 132A/B, 232A/B	Theatrical Performance I, II	4 units
THEA 332A/B, 432A/B	Theatrical Performance III, IV (1 unit per role)	
THEA 135	Beginning Theatre Movement	2 units
THEA 207	Acting II	3 units
THEA 310	Improvisation	
or THEA 321	Acting/Directing for the Camera	3 units
THEA 338	Stage Combat	2 units
THEA 307	Acting III	3 units
THEA 430	Directing for Theatre	3 units
Theatre Requirements		**59 units**

Suggested Electives

THEA 108A/B, 208A/B	Theatrical Production I, II	1 unit
THEA 308A/B, 408A/B	Theatrical Production III, IV (1 unit per production)	
THEA 175	Vanguard Players Summer Tour	1 unit
THEA 239	Makeup Design	
or THEA 240	Scenic Painting	3 units
THEA 244	Beginning Musical Theatre Audition	3 units
THEA 252	Producing/Theatre Management	3 units
THEA 263	Prop Building/Design	3 units
THEA 272	Playing Shakespeare	3 units
THEA 291,292,293	Special Topics	1-3 units
THEA 323	Sound Design	2 units
THEA 326	Intermediate Voice and Speech	3 units
THEA 335	Intermediate Theatre Movement	2 units
THEA 340	Period Styles for Theatre Design	3 units
THEA 344	Intermediate Musical Theatre Audition	3 units
THEA 350	Stage Management	3 units
THEA 425	Computer Aided Design	3 units
THEA 426	Advanced Voice and Speech	3 units
THEA 435	Advanced Theatre Movement	2 units
THEA 444	Advanced Musical Theatre Audition	3 units
THEA 467	Digital Rendering	3 units
THEA 470	Special Topics	3 units
THEA 480	Individual Studies	1-3 units

Technical/Design Concentration 23 units

THEA 108A/B, 208A/B	Theatrical Production I, II	6 units
THEA 308A/B, 408A/B	Theatrical Production III, IV (1 unit per production)	
THEA 252	Producing/Theatre Management	3 units
THEA 256/ART 275	Drawing & Rendering	3 units
THEA 323	Sound Design	2 units
THEA 350	Stage Movement	3 units
THEA 425	Computer Aided Design for Theatre	3 units
THEA 467	Digital Rendering	3 units
Total Theatre Requirements		**59 units**

Suggested Electives

THEA 126	Beginning Voice and Speech	3 units
THEA 132A/B, 232A/B	Theatrical Performance I, II	1 or 2 units
THEA 332A/B, 432A/B	Theatrical Performance III, IV (1 unit per role)	

THEA 135	Beginning Theatre Movement	2 units
THEA 175	Vanguard Players Summer Tour	1 unit
THEA 239	Makeup Design	
or THEA 240	Scenic Painting	3 units
THEA 244	Beginning Musical Theatre Audition	3 units
THEA 263	Prop Building/Design	3 units
THEA 272	Playing Shakespeare	3 units
THEA 291,292,293	Special Topics	1-3 units
THEA 326	Intermediate Voice and Speech	3 units
THEA 335	Intermediate Theatre Movement	2 units
THEA 338	Stage Combat	2 units
THEA 340	Period Styles for Theatre Design	3 units
THEA 344	Intermediate Musical Theatre Audition	3 units
THEA 470	Special Topics	3 units
THEA 480	Individual Studies	1-3 units

Musical Theatre Concentration 22 units

Musical Theatre Concentration majors are strongly encouraged to take private voice lessons through the Music Department.

MUSC 101 or 106	Basic Musicianship I or II	2 units
THEA 132A/B, 232A/B	Theatrical Performance I, II	
THEA 332A/B, 432A/B	Theatrical Performance III, IV (1 unit per role)	5 units
THEA 244	Beginning Musical Theatre Audition	3 units
THEA 207	Acting II	3 units
THEA 220	Musical Theatre Vocal Technique	3 units
THEA 344	Intermediate Musical Theatre Audition	3 units
THEA 307	Acting III	3 units
Total Theatre Requirements		**58 units**

Suggested Electives

THEA 272	Playing Shakespeare	3 units
or THEA 310	Improvisation	
MUSC 105-245	Class Piano 1-VIII	1 unit
THEA	Advanced Musical Theatre Audition	3 units

On the Campus of Orange Coast College

DANCE A101	Modern Dance 1-2	1 unit
DANCE A110	Ballet 1-2	1 unit
DANCE A113	Pointe Work	1 unit
DANCE A114	Ballet Floor Barre and Correctives	1 unit
DANCE A120	Jazz Dance 1-2	1 unit
DANCE A124	Dance for Musical Theatre Workshop	1 unit
DANCE A125	Tap 1-2	1 unit
DANCE A143	Jazz Dance 3-4	1 unit
DANCE A144	Ballet 3-4	1 unit
DANCE A145	Modern Dance 3-4	1 unit
DANCE A146	Tap 3-4	1 unit
DANCE A160	Introduction to Choreography	3 units
DANCE A162	Advanced Dance Composition	3 units

See Orange Coast College for Dance class descriptions. Dance classes may only be repeated as stated in the OCC catalog.
http://www.orangecoastcollege.edu/academics/divisions/visual_arts/dance/Course+Descriptions.htm

Theatre Minor Requirements 23 units

A minor in Theatre requires 23 units. Those wishing to minor in Theatre must meet with the department chair to plan the coursework. Coursework consists of courses from the theatre core, performance/directing concentration, and tech/directing concentration requirements.

THEATRE ARTS COURSES

THEA 102C • Introduction to Acting for Non-Majors (3 units)
Introduces students to the art and craft of creating believable characters for the stage using various theatre games and improvisations leading into scene work and monologues. Also covered is the history of contemporary styles. The course is

specifically designed for minors and non majors who wish to gain skills in speaking in front of large groups. Lab Fee.

THEA 106 • Beginning Set Construction (1 unit)
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. Lab Fee.

THEA 107• Acting I (3 units)
Theory and practice in the art of creating believable characters for stage, including Stanislavski and Ute Hagen techniques in observation, sensory awareness, applied imagination, ensemble work, theatre exercises, and scene work. This course is for declared Theatre majors. Non-majors and Theatre minors take THEA 102C: Introduction to Acting for Non-Majors. Lab fee.

THEA 108A/B, 208A/B, 308A/B, 408A/B • Theatrical Production I, II, III, IV (1-2 units)
Participation on a production team for mainstage shows/showcase week. Teams include, but are not limited to: sets, lighting, sound, costumes, makeup/hair, management, and front of house.

THEA 110 • Beginning Costume Construction (1 unit)
Participation in the construction of costumes and costume accessories for mainstage/showcase productions. Appropriate sewing and patterning techniques will be demonstrated and practiced. Lab fee.

THEA 126 • Beginning Voice and Speech (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. Some dialect study.

THEA 132A/B, 232A/B, 332A/B, 432A/B • Theatrical Performance I, II, III, IV (1-2 units each)
Prerequisite: Audition. Majors and minors must enroll for one or two units at a time. 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. Lab fee.

THEA 135 • Beginning Theatre Movement (2-3 units)
An introduction to the study of stage movement. It will include exercises and techniques to insure flexibility, meaningful aesthetic stage movement and physicality utilizing the Laban and Alexander techniques.

THEA 175 • Vanguard Players Summer Tour (1 unit)
Prerequisite: Audition and Interview with current students. A drama ministry group which consists of three weeks of rehearsal camp (after VU graduation) and three weeks of touring to high schools and churches within and outside the state of California. Room/Board/Scholarship are provided as well as one unit tuition waiver. Ask the theatre department for details. May be repeated.

THEA 200C • Introduction to Theatre (3 units)
An introduction to the study of theatre with focus on its history, forms, genres, performance space, and the artistic principles of production, as well as the technical aspects. Selected readings, discussions, attendance at plays, and critiques of performances are required. Theatre majors may not take THEA 200C to fulfill the Fine Arts core curriculum or major requirements. Lab fee.

THEA 201C • History of Theatre (3 units)
A study of the history of theatre from the ancient Greeks to present day: its physical aspect, its literature, and its personnel. This class fulfills the Fine Arts core curriculum requirement. Lab Fee.

THEA 202C • History of Theatre I (3 units)
An intensive study of theatre history – its literature, practitioners, and environs – from the Ancient Greeks through the French Neo-classical period. Readings, discussions, attendance at plays, and critiques of performances are required. This class fulfills the Fine Arts core curriculum requirement. Lab fee.

THEA 204C • History of Theatre II (3 units)
An intensive study of theatre history – its literature, practitioners, and environs – from the Restoration to modern. Readings, discussions, attendance at plays, and critiques of performances are required. This class fulfills the Fine Arts core curriculum requirement. Lab fee.

THEA 206 • Crew (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 207 • Acting II (3 units)
Prerequisite: THEA 107. An in depth study of characterization utilizing the Stanislavski system, Uta Hagen's and Sanford Meisner's techniques of acting. This course is for Theatre majors only. Theatre minors may enroll with permission of instructor. Lab fee.

THEA 212 • Foundations of Theatre Arts (3 units)
An introduction to the study of theatre with focus on the participants, their collaboration, career paths, and the design and management principles of production. Selected readings, discussions, projects, attendance at plays, and critiques of performances are required. Lab fee. Theatre majors may not take THEA 212 to fulfill the Fine Arts core curriculum requirements.

THEA 220• Musical Theatre Vocal Technique (3 units)
This course will cover a range of techniques used to develop the musical theatre voice. Areas this course will include are breathing techniques and appropriate vocal exercises to increase range, enhance color, and enrich the beauty of the voice. Musical theatre repertoire will be used to explore aspects of the interaction of the vocal, physical, and mental aspects of performing in musicals. An emphasis will be placed on healthy and connected singing as well as performance techniques for musical theatre. Lab fee.

THEA 239 • Makeup Design (3-4 units)
An introduction to the techniques and application of makeup for stage, film, and television. Character analysis and design techniques are used to create old age, fantasy, and special effects makeups. The student is required to serve arranged lab hours as part of the makeup crew for one of the three mainstage productions within the fall semester. Lab fee.

THEA 240 • Scenic Painting (3-4 units)
A study of the scenic painting techniques necessary to paint theatrical scenery and various faux finishes. 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. The student is required to serve arranged lab hours for the mainstage productions painting set pieces. Repeatable up to 6 units. May be substituted for THEA106: Beginning Set Construction. Lab fee.

THEA 244 • Beginning Musical Theatre Audition (3 units)
An in-depth practicum class focusing on the preparation of audition pieces for musical theatre. Students will learn how to identify songs appropriate for their range and the production and will study the techniques involved in song interpretation. Non-musical Theatre Concentration majors may only enroll with permission of instructor. Lab fee.

THEA 252 • Producing/Theatre Management (3 units)
The study of how to produce and manage a theatre company of various sizes from box office payroll to publicity and marketing. This class examines the business side of running a theatrical event including budgets and fundraising.

THEA 256 or ART 275 • Drawing and Rendering (2-3 units)
Students will learn the basic artistic techniques involved in sketching, drawing and rendering. Training will include use of varied media, perspective and architectural rendering, as well as human anatomy.

THEA 263 • Prop Building/Design (3 units)
Students will learn about the history and use of props in theatre. Emphasis will be placed on prop design materials and fabrication techniques.

THEA 272 • Playing Shakespeare (3 units)
Prerequisite: THEA 210. An intensive actor's workshop which covers textual analysis, speaking prose and verse, scene study, shaping speeches, and building a character from the works of William Shakespeare.

THEA 291, 292, and 293: Special Topics (1-3 units)
Study of a special topic in an area of theatre. Repeatable up to 9 units.

THEA 306 • Intermediate Set Construction (1 unit)
Participation in the construction and assembling of the mainstage and/or showcase sets including painting and various techniques used in set design. Repeatable up to four units. Lab fee.

THEA 307 • Acting III (3 units)
Prerequisite: THEA 207. A practical study of various period movement, manners, and acting styles, including but not limited to: Elizabethan, Restoration, Regency, and Victorian. This course is for Theatre Majors only. Theatre minors may enroll with permission of instructor. Lab fee.

THEA 309 • Costume Design (3-4 units)
This course covers the elements of design, the design process, and the working environment of the costume designer. Projects include costume designs in various genres. The student is required to serve arranged lab hours as part of the costume crew for one of the three mainstage productions within the spring semester. Lab fee.

THEA 310 • Improvisation (3 units)
Problem solving theatre games and exercises are explored so as to develop spontaneity and impulse in action to free the player's imagination.

THEA 315 • Scenic Design (3-4 units)
A study of design theory and practicum as it pertains to the stage set using the techniques of drawing/drafting of ground plans and construction of models. The student is required to serve arranged lab hours as part of the scenic crew for one of the three mainstage productions within the fall semester. Lab fee.

THEA 317 • Intermediate Costume Construction (1 unit)
Participation in the construction of costumes and costume accessories for mainstage/showcase productions. Appropriate sewing and patterning techniques will be demonstrated and practiced. Lab fee.

THEA 320 • Lighting Design (3-4 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 for the three mainstage productions. The student is required to serve arranged lab hours as part of the lighting crew for one of the three mainstage productions within the fall semester. Lab fee.

THEA 321 • Acting/Directing for the Camera (3 units)
Prerequisite: THEA 107. 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 323 • Sound Design (2-3 units)
The design and integration of live and recorded digital sound into production as indicated by directors' conceptualization approaches.

THEA 324 • Theory and Criticism (3 units)
Reading and analysis of theories and critical approaches to contemporary theatre: Stanislavski, Aristotle, Brecht, and others who have contributed to the form and idea of the modern theatre. Lab Fee.

THEA 326 • Intermediate Voice and Speech for the Actor (3 units)
Prerequisite: THEA 126. Continues 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. Some dialect study.

THEA 335 • Intermediate Theatre Movement (2 units)
Prerequisite: THEA 235. A continuation of the study of stage movement. It will include exercises and techniques to insure flexibility, meaningful aesthetic stage movement, and physicality utilizing the Laban and Alexander techniques.

THEA 338 • Stage Combat (2-3 units)
This course introduces basic stage techniques with unarmed combat including falls, rolls, chokes, punches and kicks, advancing to broad sword combat using scenes from classical or contemporary works, and applying these techniques with special attention to safety. Lab fee.

THEA 340 • Period Styles for Theatre Design (3 units)
A detailed study through slides, books, and field trips of architecture, interior design, furniture, and costume from ancient to modern times.

THEA 344 • Intermediate Musical Theatre Audition (3 units)
Prerequisite: THEA 244. A continuing in-depth practicum class focusing on the preparation of audition pieces for musical theatre. Students will explore a wider range of pieces to identify songs appropriate for their range and production requirements and will continue to study the techniques involved in song interpretation. Non-Musical Theatre Concentration Majors may only enroll with permission of instructor. Lab fee.

THEA 350 • Stage Management (3 units)
The study of how to become a successful stage manager. The students will learn organizational, interpersonal, and publicity skills. The students will learn how to manage actors and scheduling, work with the directors, and oversee the production for stage as well as television/film. Lab fee.

THEA/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 critically analyze the script in order to understand the work of each playwright. Lab fee.

THEA 386 • Junior Project (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 management, and assistant stage management. Repeatable up to four units.

THEA 425 • Computer Aided Design for Theatre (3-4 units)
Prerequisites: THEA 318 and THEA 320. Advanced theatre design and technical production with an emphasis on the computer as a design and drafting tool for sets and lighting.

THEA 426 • Advanced Voice and Speech (3 units)
Prerequisite: THEA 326. Continues 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. Individual coaching and additional dialect study.

THEA 430 • Directing for Theatre (3 units)
Prerequisites: THEA210, 309, 318, 320 and 410. Introduction to the techniques and fundamentals of stage directing using text, theory, and practicum while applying these approaches to student directed one-acts. Lab fee.

THEA 435 • Advanced Theatre Movement (2 units)
Prerequisite: THEA 335. A continuation of the study of stage movement focusing on individual strengths and weaknesses. It will include exercises and techniques to insure flexibility, meaningful aesthetic stage movement, and physically utilizing the Laban, Alexander, and other techniques.

THEA 442/ENGL 441 • Playwriting/Scriptwriting (3 units)
Development of playwriting techniques as applied to the stage. The student will be required to develop and write a one-act stage play.

THEA 444 • Advanced Musical Theatre Audition (3 units)
Prerequisite: THEA 344. A continuing in-depth practicum class focusing on the preparation of audition pieces for musical theatre. Students will prepare a portfolio of pieces to use in professional auditions. Non Musical Theatre Concentration Majors may only enroll with permission of instructor. Lab fee.

THEA 450C • Theatre Internship (2 units)
Prerequisite: This must be arranged the previous semester and must be approved by the student's advisor. The student is to serve a 100-hour internship with one of our approved professional theaters. Each unit represents 50 hours. Freshmen and Sophomores may not take this course. Theatre Internship in conjunction with Senior Project fulfills the Capstone requirement for the Core Curriculum. The portfolio required for this course includes a discussion of how the student's Christian world view and faith were integrated in this experience.

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 467• Digital Rendering (3 units)
Prerequisite: THEA 309, 318, 320 and 425. Advanced theatre design through the use of Renderworks and Painter as a computer aided program for rendering in costume, scenic, makeup, and lighting design.

THEA 470 • Special Topics (1–3 units)
Prerequisite: Consent of the instructor. Study of a special topic in the area of theatre. 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 495C • Senior Project (2 units)
The Senior Project demonstrates the student's proficiency in and ownership of the outcomes of the theatre curriculum in their study at Vanguard University, i.e.: performance, directing, design, management, script writing. The project is presented to the campus community on site during the regular department production calendar. Senior Project in conjunction with the Theatre Internship fulfills the Capstone requirement for the Core Curriculum. The portfolio required for this course includes a discussion of how the student's Christian worldview was made manifest through the integration of their personal spiritual paradigm with the professional excellence, aesthetic expression, and artistic raison d'être of their project. Project by approval of advisor and department chair. Lab Fee.

GRADUATE STUDIES

GRADUATE PROGRAM IN BUSINESS (MBA)

David Alford, Ed.D., Director

MISSION: The Master of Business Administration (MBA) develops leaders of strong competence and character who effectively inspire and facilitate change in both profit and not-for-profit organizations. The MBA program is dedicated to equipping students to respond ethically, think critically, communicate effectively and perform with excellence as managers in a changing world.

Membership

Vanguard University is accredited by the Western Association of Schools and Colleges (WASC) and holds membership with the Association to Advance Collegiate Schools of Business (AACSB).

STATUS

Please check with the MBA office on the status of accepting new students into the program at this time.

Program Purpose

Effective leaders are no longer narrow specialists but learn from a variety of disciplines. Vanguard University's Master of Business Administration Program provides a multi-disciplinary approach to the study of business. This program is directly responsive to critical business issues, which include:

- Evaluating forces that control, define, promote and limit business conduct.
- Exploring the creation and distribution of goods and services and those institutions and strategies associated with marketing people, places and ideas.
- Pursuing ethical systems assurance that achieves maximum value to both business and customer.
- Acquiring important tools through which the organization and its operation are evaluated, and identifying the necessary information for decision makers to achieve strategic outcomes.
- Examining economic theories underlying consumer and producer behavior with practical application to corporate policy.
- Defining approaches for analysis of business objectives and developing efficient, ethical strategies for addressing financial variables.
- Addressing current business process and information systems from the perspective of a decision maker.
- Exploring the concept of global diversity inclusive of the complex dynamics of culture, religion, race and gender as these intersect both in global and regional settings.
- Learning to conduct internal and external assessments, identify critical issues, and develop sound, ethical, strategic decisions from the perspective of senior leadership.

Program Community

The Students

The profile of applicants who enter the MBA program typically have significant business experience. While they may not have been a business major in college, they most likely come from a business environment. In addition to advancing their careers, a primary motivation for business professionals obtaining this degree is to become more effective as leaders, to make a positive difference in the world, to deal with challenges confronting the 21st Century organizations, and to bring about quality change in their organization. MBA graduate students are extremely busy, balancing family, career, social responsibilities, and now graduate education. These students are deeply committed to excellence and have high standards for themselves, their business associates, their classmates, and their professors.

The Faculty

The professors teach in this program because of their passion for the subject matter and most importantly, for student learning. They appreciate a learning community that is energized by the lively interaction that takes place each night in class as working adult students discuss theories, concepts, and ideas. They stay abreast

with the most current literature, attend conferences and seminars, and participate in cutting-edge scholarship. Their business experience, scholarship, and Christian faith are modeled in class sessions and through interpersonal exchange with students. With a deep commitment to faithful service and scholarly learning, the professors express their business expertise as a journey in which they integrate faith, scholarship, and life experience.

Community Participation

Vanguard University selects students based on academic record, business experience, moral character, and willingness to comply with the standards and values of the University. It is expected that each individual who voluntarily joins the academic community of Vanguard University will deepen his or her ethical commitment and understanding, intellectual and creative abilities, and participate constructively in the life and values of the University community.

Furthermore, Vanguard University community members are expected to commit to mutual respect for one another and will: (1) Treat all members of the community with the utmost regard, supporting and upholding the rights of others to a safe, collaborative, and collegial learning environment; (2) Foster collegial learning by participating in class as a supportive and cooperative community member; (3) Refrain from derogatory, disrespectful, or inflammatory comments regarding any member of the community; (4) Resolve any personal conflicts by first approaching the other party privately in accordance with professional protocol and the principles that are outlined in Matthew 18:15-17.

Application Information

Application Calendar

While Vanguard accepts applications on a rolling basis, all applicants are encouraged to make application in accordance with the following dates.

Fall Semester Admission:	April 1
Spring Semester Admission:	October 1
Summer Session Admission:	March 1

Application Process

To request an application or more information, please contact the Graduate Admissions Office by telephone at (877) 669-8872 or online at www.vanguard.edu/gradadmissions.

When submitting an application, a non-refundable $45.00 application fee is required. Once all supporting information has been received and the application is complete, the Graduate Business Administrative Committee will review each application. Finalists may be invited for an admissions interview. All applicants are evaluated without regard to race, gender, age, political affiliation, and national origin or disabling conditions.

Admission Requirements

The admission packet contains information on the following admission requirements:

- Completed bachelor's degree from a regionally accredited university with an acceptable grade point average
- Acceptable score on Millers Analogy Test (MAT) or Graduate Management Admissions Test (GMAT)
- Acceptable business experience
- Application and accompanying fee
- Official transcripts
- Professional References (2)
- Statement of purpose
- Professional resume

Transfer of Credits

Upon review and approval of the admissions committee, a maximum of two comparable courses may be waived. All graduate units transferred must be from an accredited institution with a course grade of B or better. Excluded from waiver are MBA 505, MBA 605 and MBA 615. Any exception to this policy requires review and approval of the Graduate Program Administrative Committee.

Academic Policies

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 Business.

Provisional standing students who intend to obtain a MBA, 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 Business Administrative Committee and the Program Director. Advancement to regular standing will be considered after the student has demonstrated the ability to do graduate level work by completing two consecutive courses 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 faculty advisor 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.

Students admitted to the graduate program with regular standing who later receive a cumulative or current grade point average below 3.0 will be changed to probationary standing. Students may be in probationary standing for one semester only. Students with such standing must obtain both a cumulative and current grade point average of 3.0 or greater the following semester. If after one semester of probationary standing the student is not able to obtain a grade point average of "B" or better (3.0) they may be dismissed from the graduate program. Students with probationary standing should meet with their faculty advisor regularly through the probationary semester.

Probationary standing students must complete a Change of Status Form requesting regular standing prior to the beginning of the semester they are seeking regular standing. It is the responsibility of the student to complete all required paperwork.

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 year's tuition deposited with the University. International students must maintain ten (10) graduate level units of non-repeatable courses each semester and maintain the 1-20 forms annually for any travel outside of the United States.

Classification and Financial Aid

Only students classified in regular standing are eligible for institutional or federal aid.

Student Guidelines for Computer Usage

As an educational institution, VUSC is firmly committed to the discovery of truth, the life of the mind, and the free interchange of ideas. The University recognizes that in order for the best learning to take place, students may be exposed to hostile, offensive, and even subversive ideas, so that the students can confront and wrestle with the whole range of concepts and philosophies in the intellectual marketplace. It is therefore the position of the University that students should use maturity and self-discipline in accessing potentially offensive material. At the same time, VUSC is more than just an educational institution: it is a spiritual community committed to nurturing its members, providing them with good values and an atmosphere as positive and wholesome as possible. The Campus Computing Committee, in consultation with the Information Technology Department, therefore reserves the right to regulate or prohibit access to obscene, pornographic, and unlawful materials (such as by way of the Internet) and distribution of such materials over the campus network. Students using University computing and network resources are required to use them in a manner consistent with the University's standard of conduct. The framework of responsible, considerate, and ethical behavior expected by the University extends to the use of campus facilities and network resources

and networks throughout the world to which electronic access has been provided by the University. Computing and network resources and user accounts are owned by the University and are to be used for university-related activities only. Computer equipment and accounts at VUSC should be used for legitimate instructional, research, and administrative or other approved purposes.

Student Computing and Network

VUSC makes available computing and network resources for use by the University's students. As a VUSC student, you have certain privileges. They include:

1. Use of Campus LAN and intranet
2. E-mail
3. Use of Internet
4. Priority over non-VUSC users and/ or guests when using campus computer labs
5. Use of computers and printers in the campus computer labs

Student Responsibilities

To protect the quality and reliability of computing and network resources students must observe the following responsibilities. The list is not comprehensive, but it includes the responsibilities, which you accept when you choose to use the University's computing resources and/or network which the university provides.

1. Student use of the campus network, the Internet, and e-mail will be consistent with the mission and character of VUSC. VUSC's information technology resources may not be used for any unauthorized purpose or for any activity that is harmful, illegal, obscene, or harassing.
2. Applying for a user-ID under false pretenses is prohibited. Once you have received a user-ID for access to the VUSC network, e-mail and computer systems on that network, you are solely responsible for all actions taken while using that user-ID.
3. Sharing or using another person's user-ID, password or e-mail account is prohibited. Never leave your terminal or PC logged on and unattended for more than a few minutes. Never write down your user-ID and password. Change passwords frequently.
4. You must not intentionally seek information about, browse, copy, or modify a file belonging to another person, whether at VUSC or elsewhere, unless you have been granted explicit permission by the owner of the file.
5. You are authorized to use only computer resources and information to which you have been granted access. If you encounter or observe a gap in system or network security, you should immediately report the gap to the manager of that system. Abuse of a discovered gap rather than reporting it can result in disciplinary action.
6. If you are not certain you have permission to copy, compile or manipulate software or data, assume that you do not have permission.
7. The University's policies on harassment apply equally to electronic displays and communications as they do to more traditional means of display and communication. You must not display or transmit images, sounds or messages that could create an atmosphere of discomfort or harassment for others.
8. Messages, sentiments, and declarations sent as electronic mail or postings must meet the same standards for distribution or display as printed documents.
9. You are not permitted to send spam e-mail to faculty or staff on campus. Email regarding official VUSC business or events must receive approval through the IT Department and be routed through the division or department sponsoring the event.
10. Use of your RAID folder is a privilege for academic purposes. You are expected to stay within the space limits posted in the main lab.
11. You must not degrade computing or network performance in any way that will prevent others from meeting their educational or university business goals. Academic work by students takes precedence over personal usage.
12. You must not create or willfully disseminate computer viruses. You should be sensitive to the ease of spreading viruses and should take steps to ensure your files are virus-free.
13. You must not install any additional software on VUSC computer equipment.
14. Equipment and supplies for VUSC labs should be treated with care. These items are purchased with student fees for lab use only. Anyone who abuses equipment or takes supplies from the labs will lose lab privileges and be

charged the cost of repair or replacement. Anyone who steals equipment will be prosecuted under the law.

15. Members of the VUSC community are expected to observe federal, state and local laws which govern computer and telecommunications use, as well as the University's own regulations and policies as outlined in the Student Handbook.

Violation of Copyright

Copyrighted programs and printed documentation may not be copied, distributed to others, or used on any machine outside of the computer labs, unless permitted under the terms of the software licenses between VUSC and the software manufacturers. Unauthorized copying is theft. Moreover, students with personal computers on campus are expected to not participate in software pirating or use pirated software.

Invasion of Privacy

The files and programs of other people are private property. It is unethical for you to read, alter, or copy such private programs or files, unless you have explicit permission to do so by the owner.

Disciplinary Procedures

If you violate any of the above guidelines, disciplinary action will be taken. The University reserves the right to monitor traffic on the network, including contents, and to examine files on the system, which are connected to the network.

Access of Internet Material

All members of the VUSC community are encouraged to practice discretion and restraint in the materials that they access over the Internet. Obscene, pornographic, or unlawful materials accessed over the internet are neither educationally nor spiritually purposeful and therefore should be avoided. Student use of the internet is a privilege, which can be revoked for cause.

Program Policies

Advising

The academic advising process, which is done in conjunction with the Director, Program Office, and faculty, will assist the student in the planning of academic curriculum. The process is highly valued and the mentoring relationship between students and faculty/staff is encouraged. 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.

Time Limit for Program Completion

All academic work for the MBA degree must be completed within four (4) years from the date of official admission into the Graduate Program in Business. Time spent on leave of absence is calculated into the four (4) year limit.

Student Load

The Department of Education considers a full-time academic load at the graduate level to be nine (9) or more unit hours per semester, pending specific program requirements. A student's academic load may vary according to their specific progress and standing in the program. The Director may allow deviations to the anticipated unit load in consideration of specific student needs.

Grade Requirements

Students in the MBA program must maintain a cumulative grade point average of at least "B" (3.0) throughout the program. 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 program and indicates that improvement is required in order to complete the MBA degree. Students who receive a grade, which is below a "B-", may be required to meet with their academic advisor and the Director to determine whether or not they should continue as degree students.

Graduate Grade Scale

Grade	Significance	Grade Points
A	Superior	4.00
A-	Exceptional	3.67
B+	Very Good	3.33
B	Good	3.00
B-	Fair	2.67
C+	Unacceptable	2.33
C	Unacceptable	2.00
C-	Unacceptable	1.67
D+	Unacceptable	1.33
D	Unacceptable	1.00
D-	Unacceptable	0.67
F	Failing	0.00
P	Passing	0.00

Leave of Absence

Students contemplating withdrawal from the graduate program are expected to file notice of an official Leave of Absence. Forms are obtained from the Graduate Business Program Office. Throughout the leave of absence the student may be required to register for MBA 799: Continuing Registration. Time spent on leave of absence is included in the four-year time limit for graduate course work.

Withdrawal from the Program

If a student finds it necessary to withdraw from the program, he or she must meet with the program coordinator to make the necessary arrangements.

Withdrawal from Classes

If a student finds it necessary to withdraw from classes 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 Office of the Registrar. 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 will be observed in cases of official withdrawal from the Graduate Program in Business. Students who fail to withdraw officially will automatically be given a grade of "F" (failure) by the professors for each class, thereby leading to future problems when applying for readmission or in transferring units to other graduate institutions.

For financial aid recipients, refunds of federal financial aid to the government will be calculated based upon the date the student provides notification to the Office of the Registrar of their intent to withdraw. Notification provided to any other office or university personnel does not constitute providing this notification. Tuition refunds to the student account will be calculated based upon the date the student submits completed withdrawal paperwork to the Office of the Registrar. See the "Return of Title IV Funds Policy" in the Financial Aid Office for more information.

Re-admission

If a student applies for re-admission after withdrawing from the program or a leave of absence, the student is subject to any new or changed academic regulations and program requirements in effect at the time of their re-admission.

Graduation Requirements

Students pursuing the MBA from Vanguard University are required to satisfy the following graduation requirements:

1. Successful completion of 50 semester units in the Graduate Program with a minimum cumulative grade point average of "B" (3.0).
2. A minimum residence of four academic terms.
3. 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.
4. The filing of all necessary forms in accordance with the timetable provided by the Graduate Program in Business.
5. Successful completion within the maximum allowed time limit of four (4) years of all degree requirements that were in effect at the time of student's entrance into the program.
6. 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 term 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 term.

Awarding of Degree

Degrees are formally awarded at the end of the Fall, Spring and Summer terms. The degree is posted on the transcript on the last day of the term in which the graduation requirements were met. Commencement exercises are held annually at the end of the Spring semester.

MASTER OF BUSINESS ADMINISTRATION COURSES

MBA 505 • Leading Organizations Effectively (5 units)
Reviews and applies research and developments in the field of leadership as they relate to personal and group awareness, behavior, communication, change management, ethics and diversity. Explores the life of the leader as a person to understand how character, spirituality and personal conduct influences interpersonal relationships, team and leadership building, and overall management in the workplace.

MBA 515 • Ethical, Regulatory, Political and Legal Issues of Business (5 units)
Evaluates forces that control, define, promote, and limit business conduct. Inquiry includes the cultural, political, philosophical, and religious foundations of legal and social systems as they relate to ethical and profit dimensions of the business environment. Fundamental to the process is management's understanding of how such issues impact business decisions and what is required to function successfully within that balance of opportunity and constraint.

MBA 525 • Marketing Management (5 units)
Explores the creation and distribution of goods and services and those institutions and strategies associated with marketing people, places and ideas. Emphasis is on practical application of research as applied to the major phases of market planning and implementation. Case studies are utilized in combination with class members' current marketing activities as learning platforms.

MBA 535 • Decision Analysis (5 units)
Provides tools that enhance the quality of organizational decision making. Decision modeling, applied probability, linear programming, simulation techniques, PERT/CPM, and forecasting techniques will be examined in conjunction with both descriptive and inferential statistics in measuring organizational progress toward goals. Emphasis will be given to ethical systems assurance that achieves maximum value to both business and customer. Software technologies will be used where appropriate.

MBA 545 • Accounting for Decision Makers (5 units)
Defines the nature and purpose of accounting and provides important tools through which the organization and its operations are examined and evaluated. Emphasis is on accounting information for decision makers to achieve strategic outcomes that meet both the business objectives of liquidity and profitability, as well as the ethical and legal responsibility to report accurate financial information to stakeholders, including society at large. Comparisons between accounting methods and those used in other parts of the world will be addressed.

MBA 555 • Operating in a Dynamic Economic Environment (5 units)
Examines economic theories underlying consumer and producer behavior with practical application to corporate policy. Discussion will include the impact of the external economic environment, the resulting social and strategic changes to domestic and global production, and distribution of goods and services. Response issues will include micro and macro competitiveness in a time of rapid change and its impact on employment, fiscal and monetary policy, pollution, productivity, innovation, and social responsibility.

MBA 565 • Managerial Finance (5 units)
Defines and applies approaches for analysis of business objectives and developing efficient, ethical strategies for addressing financial variables. Emphasis includes analysis of the firm using accounting data, analysis of return and risk of investment, valuation of investments, financial and capital structure, and sources and costs of capital.

MBA 570 • Special Topic (5 units)
Prerequisite: Permission of Dean required. Study of a special topic in business.

MBA 575 • Emerging Issues in Leadership (5 units)
Explores the evolving issues and concepts of leadership that shape individual and organizational goals. Contemporary cases will be examined in order to better understand the complexities of today's developing science of organizational leadership. Current business processes and information systems will be addressed from the point of view of senior leadership, such as assessing, assimilating, and dispersing appropriate information among organizational stakeholders.

MBA 580 • Individual Study (5 units)
Prerequisite: Permission of Dean required. An individualized project on selected areas of business (accounting, economics, finance, law, management, or marketing). Prior experience in field of study required. Up to a maximum of five units may be applied toward degree requirements.

MBA 605 • Succeeding in the Diverse Global Marketplace (5 units)
Provides a thought provoking study of the ethical theories involved in evaluating issues and decision-making in diverse environments. Explores the concept of global diversity inclusive of the complex dynamics of culture, religion, race and gender as these intersect both in global and regional settings. Emphasis will be given to development issues, problems, and opportunities posed by fostering greater intentionality for global awareness.

MBA 615 • Stewardship and the Strategic Organization (5 units)
Strategic decisions are important for the survival and advancement of the organization. Participants in this class will conduct internal and external assessments; identify critical issues; and provide sound, ethical, strategic decisions from the perspective of a decision maker using appropriate analyses. They will do this by integrating what has been addressed previously in the program through a variety of experiential approaches including case studies and strategic projects.

GRADUATE PROGRAM IN EDUCATION

Doug Grove, Ph.D., Director

MISSION: The mission of the Graduate Program in Education is to provide a supportive, reflective learning community in which teachers develop the professional relationships, skills, and knowledge base necessary to empower ALL students to reach their highest potential. This program integrates vibrant Christian faith with all facets of learning and life.

History of the Graduate Program in Education

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. In 1995, the Master of Science in Education was re-designated a Master of Arts (M.A.) in Education. In spring 2009, the credential received reaccreditation from the California Commission on Teacher Credentialing of the SB2042 multiple and single subject credential program. Students have the option of applying credential course work toward a Master's degree. Five options are offered in the Master of Arts in Education: M.A. and Preliminary Credential, M.A. with Preliminary Credential, and Christian Education Leadership, M.A. and Christian Education Leadership, M. A. in Education, Induction option, and M. A. in Education, Teacher Leadership option. Each Master's option fulfills a specific professional goal.

Accreditation

Vanguard University is a member of and is accredited by the Western Association of Schools and Colleges (WASC). The University has approval from the California Commission on Teacher Credentialing for the offering of Multiple and Single Subject teaching credentials with EL Authorization, and the fifth year clear credential requirements.

Institutional Affiliations

Vanguard University is a member of the Association of Independent California Colleges and Universities (AICCU) and is one of 91 members of the Council for Christian Colleges and Universities (CCCU) which was founded in 1976 to serve and strengthen Christian liberal arts colleges and universities.

Through the Graduate Program in Education, Vanguard University is affiliated with the California Council on Teacher Education (CCTE), the Association of Christian Schools International (ASCI), 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).

Application Information

Application forms and further information about Graduate School admission can be obtained from Graduate Admissions office:

- Phone: (800) 722-6279 or (714) 966-5471
- Email: gradadmissions@vanguard.edu
- To apply for admission go to: www.vanguard.edu/gradadmissions

Application Calendar

While the Graduate Education Program accepts applications on a rolling basis, all applicants are encouraged to make application in accordance with the following dates.

Fall Semester Admission	April 1
Spring Semester Admission	October 1
Summer Session Admission	March 1

Academic Policies

Academic Advisors

The faculty cohort leaders and the student teaching coordinator serve as academic advisors for credential students. The advisors provide students with current information and recommended courses.

Classification of Students

Students enrolled in the Graduate Program in Education will be placed into regular, provisional, or student-at-large standing.

Regular Standing. Students who intend to obtain a credential or M.A. degree who are admitted without reservation are granted regular standing in the Graduate Program in Education. Students enrolled in credential course work may be eligible to apply their credential course work toward the Master of Arts in Education degree, depending on admission requirements. To qualify for regular standing in the credential 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 or higher
Regular standing for credential admission requires a 2.7 GPA or higher

Provisional Standing. Students who intend to obtain a credential and/or M.A. degree who have not fully 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. Students with a cumulative undergraduate GPA of 2.7-2.9 may be admitted into the M.A. degree program with provisional standing. Then upon successful completion of the first required twelve graduate units of the program with a 3.5 GPA or higher, 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 address academic deficiencies, student must complete 6-15 additional units of post-baccalaureate course work with a 3.0 GPA or above. All course work must be pre-approved and completed at VU 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 or higher.

3. Student will meet with the Director for a progress evaluation conference to determine continuation in the program.

Student-at-Large. Students who do not plan to earn a degree or basic credential may be granted student-at-large standing. A student-at-large is not officially admitted into the graduate program; the student completes an abbreviated application form for authorization to enroll in upper division and/or graduate course work. A student-at-large must officially apply to the Graduate Program in Education if he/she wishes 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 student-at-large into degree status.
Note: A student-at-large is not eligible for institutional and/or federal financial aid.

Auditor. Students who wish to 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 classes are non-unit-bearing courses. An audit course cannot be turned into a "unit course" after the first week of class.

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 650 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) 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, depending upon specific program requirements.

Spring Semester—This semester normally is scheduled from mid January to mid-May. A full-time load is a minimum of 6-12 unit hours, depending upon 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 nine (9) 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, polices, calendar, curriculum and costs. The program is further subject to change as prescribed by the California Commission on Teacher Credentialing (CTC). According to CTC regulations, the institution has an obligation to public schools to deny admission or 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 Registrar's 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 Registrar's Office during regular business hours prior to the end of the first 25% of the total number of class hour sessions offered in the course will have no entry made on the transcript; withdrawals received in the Registrar's Office during regular business hours prior to the end of the first half of total number of class hour sessions will receive a "W" on the transcript; withdrawals received in the Registrar's Office during regular business hours prior to the last class hour session will receive a grade of "WF" unless the professor, aware of extenuating circumstances beyond the control of the student, is willing to grant a "WP."

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 Registrar's Office, complete the form, including the required signatures, and return the completed form to the Registrar's 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 nine to twelve (9-12) unit hours or more per semester, depending on specific program requirements. Full-time credential students should be enrolled in thirteen units during the first semester of the teacher preparation course work, and 12 units during the second semester of student teaching. Outstanding credential students may enroll in up to sixteen (16) unit hours upon the counsel of the academic advisor. Credential 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 units at the graduate level are also measured in semester hours. The 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 unit hours (or nine units for the M.A. Induction option) 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 grade below "B" is considered below minimal performance and indicates improvement is needed if the student expects to complete the program. If the student receives a second grade that is below a "B", he/she will be required to meet with the Director of the Graduate Program in Education to determine whether the student should continue in the credential or graduate program. All grades 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 change of status for their specific program.

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 VU.

Credential Candidate Dismissal

According to CTC regulations, the institution has an obligation to public schools to deny admission or 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 Credential Study

All work for the preliminary credential must be completed in three years. Time spent on leave of absence is counted in the three year time limit for the credential. A credential student who interrupts the sequence of study may be subject to changes in requirements when returning, particularly CTC credentialing modifications.

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. Time spent on leave of absence is counted in the five-year time limit for the M.A. degree.

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 counted in 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 student who interrupts the sequence of study may be subject to changes in requirements when returning, particularly CTC credentialing. Credential students who have requirements to complete (course assignments, testing, or probation-related stipulations) will be required to enroll in EDUG 599 for continuous enrollment status. 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 submit 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, he/she will be held responsible for academic regulations and program requirements in effect at the time of the student's initial enrollment, excluding any changes required by CTC or legislative action. If the student's petition is denied, he/she will be required to reapply (see Readmission).

Readmission

Credential and/or M.A. students who have been absent from the program for one semester (and did not file a Leave of Absence or enroll in EDUG 599), are considered withdrawn from the program and must submit an "Application for Readmission" (along with the appropriate fee) to the Graduate Education Office. Students applying for readmission are subject to new graduation requirements, which have come into effect by the time of their readmission. Credential students are subject to any changes due to CTC and legislative action. The Candidate Performance Assessment Committee will review readmission applications and the students will be notified of the decision.

Transfer of Credits/Units

Students transferring from an accredited graduate program may transfer a maximum of six unit hours (or nine units for the M.A. Induction option) 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 VU. The Director of the Graduate Program in Education must approve all transfers of units prior to admission.

M.A. Degree Course Requirements

Students pursuing the Master of Arts 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 course 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 Graduate Education Office.
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.

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-level 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 Education Program, 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 Graduate Education Office.
3. 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 (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 one's 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 student's preparation constitutes a satisfactory foundation from which to complete the program,
    c. 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.

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 submit the Application for Graduation. "Application for Graduation" forms may be obtained from the Registrar's Office.

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 the University is maintained through the Career 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 is home to 26 public school districts and many 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 Costa Mesa.

TEACHER EDUCATION PROGRAM

The Graduate Program in Education offers a Teacher Education Program and a Master of Arts Program. Eligible students may apply their credential course work toward a Master of Arts in Education.

Vanguard University is authorized by the California Commission on Teacher Credentialing 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 Multiple Subject with EL Authorization, the Preliminary Single Subject with EL Authorization, and the Professional Clear Credential. Eligible credential candidates may apply their course work toward a Master of Arts in Education degree with additional graduate study. Students interested in the degree program should apply for

M.A. degree standing from the onset. Please refer to the M.A. options available in the Master's Program summary for admission and program requirements.

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 teaching credential and/or 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 deny admission and 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.

PRELIMINARY MULTIPLE/SINGLE SUBJECT CREDENTIAL, WITH EL AUTHORIZATION EMBEDDED

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
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 6-15 units of post-baccalaureate course work with a 3.0 GPA or above. All course work must be pre-approved and completed at VU 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 or higher.
   - Student will meet with the Coordinator and/or Director for a progress evaluation conference.
   - The B.A. grade point average requirement is waived for a candidate with a Master's degree from an accredited institution.
6. Verification of passing the CBEST (California Basic Educational Skills Test) by presenting an original 3" X 4" transcript card to the Graduate Admissions Office. Students should plan to take the CBEST at least 6 months prior to submitting an application to the Graduate Program in Education.
7. Multiple Subject Credential: Submit verification of a passing score report for the three multiple subject subtests of the CSET (California Subject Exam for Teachers). The CSET should be taken 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 on the CSET examination. Subject Matter Preparation or the CSET should be taken 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 POLS 155C, equivalent or by test.
10. An interview with the Director and/or Candidate Performance Assessment Committee (CPAC).

11. Admission acceptance by the Candidate Performance Assessment Committee (CPAC).

A candidate may be considered for provisional admission based upon overall qualifications, professional experience, and/or extensive post-Baccalaureate course work completed.

A student who otherwise meets admission requirements may be considered for provisional admission to the Program on a case-by-case basis prior to passing the CSET exam. The student recognizes that the CSET must be passed before they can proceed to advanced student teaching. If the student does not successfully pass the required test by the completion of 500 sequence methodology courses, the student will not continue on to advanced student teaching, but will enroll in EDUG 599, and engage in test preparation of their own arrangement. When the appropriate test is passed within the required three year time frame for completion of the credential, the student may proceed with advanced student teaching.

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. A 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.

Prerequisite Requirements for the Preliminary Multiple/Single Subject Credential:

EDUC 315: Teaching in a Multicultural Setting (3 units) should be completed prior to beginning the 500 series.
ANTH/ENGL 453: Language, Culture and Linguistics (3 units) Preferably taken as an undergraduate senior, but may be completed concurrently with the 500 series by petition.
A student with otherwise excellent qualifications may be permitted to take one of these prerequisite courses concurrently with methodology coursework, at the discretion of the Candidate Performance Assessment Committee.
MATH/PSYC/SOCS 265C: Introduction to Statistical Methods (3 units) is strongly recommended for M.A. students.

PROFESSIONAL COURSEWORK REQUIRED FOR THE PRELIMINARY MULTIPLE/SINGLE SUBJECT CREDENTIAL OR THE PRELIMINARY MULTIPLE/SINGLE SUBJECT WITH A EL AUTHORIZATION

Professional Course Work		**13 units**
EDUG 500	Mission Statement Development	.5 units
EDUG 501	Assessing Socio/Cultural Diversity	.5 units
EDUG 506	Subject Matter Standards and Applications	1 unit
EDUG 507	Assessment of Student Learning	.5 units
EDUG 510	Deductive Methods	1 unit
EDUG 511	Inductive Methods	1 unit
EDUG 512	Cooperative Methods	.5 units
EDUG 514	Curriculum Unit Planning	1 unit
EDUG 520	Classroom Management	1 unit
EDUG 521	Parent and Community Relations	.5 units
EDUG 522	Politics and Ethics	.5 units
EDUG 543	Language Acquisition for the Elementary Student	1 unit
or EDUG 544	Language Acquisition for the Secondary Student	1 unit
EDUG 547	The Understanding and Teaching of Reading (Elementary only)	1 unit
or EDUG 548	Metacognition and Reading Strategies for Student Learning (Secondary only)	1 unit
EDUG 550	Literacy Classrooms and Instruction (Elementary only)	1 unit
or EDUG 551	Literacy in the Content Areas (Secondary only)	1 unit
EDUG 584	Beginning Student Teaching	2 units

The above schedule is subject to change depending upon enrollment. EDUG 500-584 (13 units) are generally taken during the first semester of the teacher preparation program.

Student Teaching

EDUG 584 • Beginning Student Teaching (2 units)

Candidates must complete Beginning Student Teaching concurrently with the 500 series courses. Beginning Student Teaching 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 Advanced Student Teaching in the second semester. Class time will be scheduled for TPA instruction.

EDUG 585 • Advanced Student Teaching (10 units)

Prerequisite: Satisfactory completion of initial professional coursework, GPA of 3.0 or higher in first 12 units of credential coursework (no more than one "C" grade), subject matter examinations, portfolio and beginning student teaching.

During the second semester candidates will complete two additional units of professional coursework and ten units of student teaching. Coursework will be completed during one three-hour block on Wednesday from 4 to 7 p.m. Three sessions will be devoted to a Student Teaching Seminar. Six sessions will be devoted to each of the following courses:

EDUG 545	Specially Designed Academic Instruction in English (SDAIE) for the Elementary Student	1 unit
or EDUG 546	Specially Designed Academic Instruction in English (SDAIE) for the Secondary Student	1 unit
EDUG 557	Exceptionality and Health	1 unit

Advanced Student Teaching will be completed concurrently with the above professional coursework. Single Subject candidates will complete their student teaching in grades 7-12. Multiple Subject candidates will complete their student teaching experience in two seven week assignments in grades 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 for a complete high school or middle school semester. Multiple Subject candidates will teach a full day, five days a week. The Preliminary Credential requires that the candidate complete a continuous 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. It is important to remember that student teaching is a full-time experience and requires focus and attention. An additional student teacher fee per unit is charged at the time of registration.

Student teaching placements will be made by the department in local partner schools to satisfy EL Authorization requirements. If an incoming student has a preference regarding placement, they should express that preference to the Candidate Performance Assessment Committee at the time of the interview. The department will make an effort to accommodate that preference, with no guarantee. Once classes have begun and arrangements have been made for beginning student teaching and advanced student teaching placement, changes in placement are not logistically feasible. Any placement outside a 12-mile radius of the Vanguard University campus requires a minimum payment of $150 to cover additional mileage for the University Supervisor. Students with one or more years of full-time continuous private or public school experience in the appropriate credential area may be eligible for a modification of the length of student teaching. See the Credential Coordinator for additional information.

Additional Preliminary Credential Requirements:

- RICA (Reading Instruction Competence Assessment) for Multiple Subject Candidates only. 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.
- TPA (Teacher Performance Assessment)
  TPA Tasks 1-4 must be passed in order to apply for the Preliminary Credential.
- CPR

See Student Teaching Coordinator for specific details.

CTC requirements for the Professional Clear Credential

Following issuance of the Preliminary Credential, a candidate will complete the Professional Clear Credential requirements through an Induction program offered within the school district in which they are employed. For candidates with preliminary credentials prior to 2003, the Clear Credential requirements include thirty semester units of post baccalaureate and/or graduate units, including the 24 units completed in the preliminary credential sequence and six additional units in advanced study of technology, exceptionality, health, and teaching English learners. Candidates who earned their preliminary credential after 2003, are teaching in a private school, and do not have access to an Induction program may be eligible to complete the fifth year clear credential requirements. See the credential coordinator for eligibility.

MASTER OF ARTS PROGRAM IN EDUCATION

Students may pursue one of five options:

- Master of Arts in Education and EL Authorization Preliminary Credential
- Master of Arts in Education, Preliminary Credential and Christian Education Leadership
- Master of Arts in Education, Christian Education Leadership
- Master of Arts in Education, Induction
- Master of Arts in Education, Teacher Leadership

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.

MASTER OF ARTS IN EDUCATION, PRELIMINARY CREDENTIAL

The Master of Arts in Education with the Preliminary Credential is designed for students interested in pursuing a Preliminary Teaching Credential and applying their graduate course work toward the Master of Arts in Education degree. The EL Authorization will prepare candidates to teach students who are Limited English Proficient (LEP). A total of thirty-seven units are required for the Master of Arts in Education and Preliminary Credential.

Admission Requirements for the M.A./Preliminary Credential Program

1. A Bachelor's degree from a regionally accredited institution.
2. A graduate program application with corresponding fee.
3. Official transcripts of all undergraduate and graduate courses.
4. Three letters of recommendation 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. Upon successful completion of the first required twelve graduate units of the program with a 3.5 GPA or higher, 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 6-15 units of post-baccalaureate course work with a 3.0 GPA or above. All course work must be pre-approved and completed at VU 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 or higher.
c. Student will meet with the Director for a progress evaluation conference to determine continuation in the degree program.

The grade point average requirement is waived for a candidate with a Master's degree from an accredited institution.

6. Verification of passing the CBEST (California Basic Educational Skills Test) by presenting an original 3" X 4" transcript card to the Graduate Admissions Office. Students should plan to take the CBEST at least 6 months prior to submitting an application to the Graduate Program in Education.
7. Multiple Subject Credential: Submit verification of a passing score report for the three multiple subject subtests of the CSET (California Subject Exam for Teachers). The CSET should be taken 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 on the CSET examinations. Subject Matter Preparation or the CSET should be 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 155C or equivalent or by test.
10. An interview with the Director and/or Candidate Performance Assessment Committee (CPAC).
11. Acceptance admissions by the Candidate Performance Assessment Committee (CPAC).

A student who otherwise meets admission requirements may be considered for provisional admission to the Program on a case-by-case basis prior to passing the CSET exam. The student recognizes that the CSET must be passed before they can proceed to advanced student teaching. If the student does not successfully pass the required test by the completion of 500 sequence methodology courses, the student will not continue on to advanced student teaching, but will enroll in EDUG 599, and engage in test preparation of their own arrangement. When the appropriate test is passed within the required three year time frame for completion of the credential, the student may proceed with advanced student teaching.

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. A 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.

Prerequisites for the M.A./Preliminary Credential

EDUC 315: Teaching in a Multicultural Setting (3 units) should be taken prior to the 500 series

ANTH/ENGL 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.

MATH/PSYC/SOCS 265C: Introduction to Statistical Methods (3 units) is strongly recommended for M.A. students.

Program Requirements for the M.A. /Credential Program

Professional Course Work		**13 units**
EDUG 500	Mission Statement Development	.5 units
EDUG 501	Assessing Socio/Cultural Diversity	.5 units
EDUG 506	Subject Matter Standards and Applications	1 unit
EDUG 507	Assessment of Student Learning	.5 units
EDUG 510	Deductive Methods	1 unit
EDUG 511	Inductive Methods	1 unit
EDUG 512	Cooperative Methods	.5 units
EDUG 514	Curriculum Unit Planning	1 unit
EDUG 520	Classroom Management	1 unit

EDUG 521	Parent and Community Relations	.5 units
EDUG 522	Politics and Ethics	.5 units
EDUG 543	Language Acquisition for the Elementary Student	1 unit
or EDUG 544	Language Acquisition for the Secondary Student	1 unit
EDUG 547	The Understanding and Teaching of Reading (Elementary only)	1 unit
or EDUG 548	Metacognition and Reading Strategies for Student Learning(Secondary only)	1 unit
EDUG 550	Literacy Classrooms and Instruction (Elementary only)	1 unit
or EDUG 551	Literacy in the Content Areas (Secondary only)	1 unit
EDUG 584	Beginning Student Teaching	2 units

Student Teaching

EDUG 584 • Beginning Student Teaching (2 units)
Candidates must complete Beginning Student Teaching concurrent with the 500 series courses. Beginning Student Teaching 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 Advanced Student Teaching in the second semester. Class time will be scheduled for TPA instruction.

EDUG 585 • Advanced Student Teaching (10 units)
Prerequisite: Satisfactory completion of initial professional coursework, GPA of 3.0 or higher in first 12 units of credential coursework (no more than one "C" grade), subject matter examinations, portfolio and beginning student teaching.

During the second semester candidates will complete two additional units of professional coursework and ten units of student teaching. Coursework will be completed during one three-hour block on Wednesday from 4 to 7 p.m. Three sessions will be devoted to a Student Teaching Seminar. Six sessions will be devoted to each of the following courses:

EDUG 545	Specially Designed Academic Instruction in English (SDAIE) for the Elementary Student	1 unit
or EDUG 546	Specially Designed Academic Instruction in English (SDAIE) for the Secondary Student	1 unit
EDUG 557	Exceptionality and Health	1 unit

Advanced Student Teaching will be completed concurrently with the above professional coursework. Single Subject candidates will complete their student teaching in grades 7-12. Multiple Subject candidates will complete their student teaching experience in two seven week assignments in grades 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 for a complete high school or middle school semester. Multiple Subject candidates will teach a full day, five days a week. The Preliminary Credential requires that the candidate complete a continuous 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. It is important to remember that student teaching is a full-time experience and requires focus and attention. An additional student teacher fee per unit is charged at the time of registration.

Student teaching placements will be made by the department in local partner schools to satisfy EL Authorization requirements. If an incoming student has a preference regarding placement, they should express that preference to the Candidate Performance Assessment Committee at the time of the interview. The department will make an effort to accommodate that preference, with no guarantee. Once classes have begun and arrangements have been made for beginning student teaching and advanced student teaching placement, changes in placement are not logistically feasible. Any placement outside a 12-mile radius of the Vanguard University campus requires a minimum payment of $150 to cover additional mileage for the University Supervisor. Students with one or more years of full-time continuous private or public school experience in the appropriate credential area may be eligible for a modification of the length of student teaching. See the Credential Coordinator for additional information.

Additional Preliminary Credential Requirements:

- RICA (Reading Instruction Competence Assessment) for Multiple Subject Candidates only. 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.
- TPA (Teacher Performance Assessment)
  TPA Tasks 1-4 must be passed in order to apply for the Preliminary Credential.
- CPR

See Student Teaching Coordinator for specific details

Credential requirements may change at any time during a student's program based on CTC changes and/or legislative action.

M.A. Core Requirements		**12 units**
Prerequisites:	Completion of required 500 series. Consent of Director. Candidate must be a regular standing degree student.	
EDUG 605	Current Issues in Education	2 units
EDUG 606	Introduction to Educational Research	4 units
EDUG 609	Curriculum Design and Teaching	2 units
EDUG 610	Assessment and Evaluation	4 units

EDUG 605 should 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 610.

MASTER OF ARTS IN EDUCATION, PRELIMINARY CREDENTIAL AND CHRISTIAN EDUCATION LEADERSHIP

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-six units are required for the Master of Arts in Education with a Preliminary Credential, and Christian Education Administration Emphasis.

Admission Requirements for the M.A./Preliminary Credential and Christian Education Leadership Program:

1. A Bachelor's degree from a regionally accredited institution.
2. A graduate program application with a corresponding fee.
3. Official transcripts of all undergraduate and graduate courses.
4. Three letters of recommendation 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 or higher, 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 6-15 units of post-baccalaureate course work with a 3.0 GPA or above. All course work must be pre-approved and completed at VU 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 or higher.
   c. Student will meet with the Director for a progress evaluation conference. The grade point average requirement is waived for a candidate with a Master's degree from an accredited institution.
6. Verification of passing the CBEST (California Basic Educational Skills Test) by presenting an original 3" X 4" transcript card to the Graduate Admissions Office. Students should plan to take the CBEST at least 6

months prior to submitting an application to the Graduate Program in Education.

7. Multiple Subject Credential: Submit verification of a passing score report for the three multiple subject subtests on the CSET (California Subject Exam for Teachers). The CSET should be taken 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 a passing score report for the appropriate subject on the CSET examinations. Subject Matter Preparation or the CSET should be 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 POLS 155C or equivalent, or by test.
10. An interview with the Director and/or Candidate Performance Assessment Committee (CPAC).
11. Admission acceptance by the Candidate Performance Assessment Committee (CPAC).

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. A 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.

Prerequisite Requirements for the Preliminary Multiple/Single Subject Credential

EDUC 315: Teaching in a Multicultural Setting (3 units) should be completed prior to beginning the 500 series.

ANTH/ENGL 453: Language, Culture and Linguistics (3 units). Preferably taken as an undergraduate senior.

MATH/PSYC/SOCS 265C: Introduction to Statistical Methods (3 units) is strongly recommended for M.A. students.

Program Requirements for the M.A./Preliminary Credential and Christian Education Leadership:

Professional Course Work		**13 units**
EDUG 500	Mission Statement Development	.5 units
EDUG 501	Assessing Socio/Cultural Diversity	.5 units
EDUG 506	Subject Matter Standards and Applications	1 unit
EDUG 507	Assessment of Student Learning	.5 units
EDUG 510	Deductive Methods	1 unit
EDUG 511	Inductive Methods	1 unit
EDUG 512	Cooperative Methods	.5 units
EDUG 514	Curriculum Unit Planning	1 unit
EDUG 520	Classroom Management	1 unit
EDUG 521	Parent and Community Relations	.5 units
EDUG 522	Politics and Ethics	.5 units
EDUG 543	Language Acquisition for the Elementary Student	1 unit
or EDUG 544	Language Acquisition for the Secondary Student	1 unit
EDUG 547	The Understanding and Teaching of Reading (Elementary only)	1 unit
or EDUG 548	Metacognition and Reading Strategies for Student Learning (Secondary only)	1 unit
EDUG 550	Literacy Classrooms and Instruction (Elementary only)	1 unit
or EDUG 551	Literacy in the Content Areas (Secondary only)	1 unit
EDUG 584	Beginning Student Teaching	2 units

EDUG 500-584 (13 units) are generally taken during the first semester of the teacher preparation program.

Student Teaching

EDUG 584 • Beginning Student Teaching (2 units)

Candidates must complete Beginning Student Teaching concurrent with the 500 series courses. Beginning Student Teaching 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 Advanced Student Teaching in the second semester. Class time will be scheduled for TPA instruction.

EDUG 585 • Advanced Student Teaching (10 units)

Prerequisite: Satisfactory completion of initial professional coursework, GPA of 3.0 or higher in first 12 units of credential coursework (no more than one "C" grade), subject matter examinations, portfolio and beginning student teaching.

During the second semester candidates will complete two additional units of professional coursework and ten units of student teaching. Coursework will be completed during one three-hour block on Wednesday from 4 to 7 p.m. Three sessions will be devoted to a Student Teaching Seminar. Six sessions will be devoted to each of the following courses:

EDUG 545	Specially Designed Academic Instruction in English (SDAIE) for the Elementary Student	1 unit
or EDUG 546	Specially Designed Academic Instruction in English (SDAIE) for the Secondary Student	1 unit
EDUG 557	Exceptionality and Health	1 unit

Advanced Student Teaching will be completed concurrently with the above professional coursework. Single Subject candidates will complete their student teaching in grades 7-12. Multiple Subject candidates will complete their student teaching experience in two seven week assignments in grades 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 for a complete high school or middle school semester. Multiple Subject candidates will teach a full day, five days a week. The Preliminary Credential requires that the candidate complete a continuous 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. It is important to remember that student teaching is a full-time experience and requires focus and attention. An additional student teacher fee per unit is charged at the time of registration.

Student teaching placements will be made by the department in local partner schools to satisfy EL Authorization requirements. If an incoming student has a preference regarding placement, they should express that preference to the Candidate Performance Assessment Committee at the time of the interview. The department will make an effort to accommodate that preference, with no guarantee. Once classes have begun and arrangements have been made for beginning student teaching observation and advanced student teaching placement, changes in placement are not logistically feasible. Any placement outside a 12-mile radius of the Vanguard University campus requires a minimum payment of $150 to cover additional mileage for the University Supervisor. Students with one or more years of full-time continuous private or public school experience in the appropriate credential area may be eligible for a modification of the length of student teaching. See the Credential Coordinator for additional information.

Additional Preliminary Credential Requirements:

- RICA (Reading Instruction Competence Assessment) for Multiple Subject Candidates only. 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.
- TPA (Teacher Performance Assessment)
  TPA Tasks 1-4 must be passed in order to apply for the Preliminary Credential.
- CPR

See Student Teaching Coordinator for specific details

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) Requirements 9 units

Nine units may be chosen from the following courses with the consent of the Director:

EDAG 610	Appreciative Inquiry	3 units
EDAG 611	Leadership and the New Science	3 units
EDAG 622	Conflict Management	3 units
EDAG 623	Marketing in Christian Organizations	3 units
EDAG 624	Change and Strategic Planning	3 units
EDAG 626	Spirit and Soul of Leadership	3 units

M.A. Core Requirements 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 M.A. Core.

EDUG 605	Current Issues in Education	2 units
EDUG 606	Introduction to Educational Research	4 units
EDUG 609	Curriculum Design and Teaching	2 units
EDUG 610	Assessment and Evaluation	4 units

EDUG 605 must be taken as the first course of 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 610.

MASTER OF ARTS IN EDUCATION AND CHRISTIAN EDUCATION LEADERSHIP

The Master of Arts in Education and Christian Education Leadership 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.
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 -
   A candidate with an undergraduate cumulative 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 or higher, 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 6-15 units of post-baccalaureate course work with a 3.0 GPA or above. All course work must be pre-approved and completed at VU 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 500-584) or higher.
   c. Student will meet with the Director for a progress evaluation conference and to determine continuation in the degree program. The grade point average requirement is waived for a candidate with a Master's degree from an accredited institution.

7. An interview with the Director and/or Candidate Performance Assessment Committee (CPAC).
8. Admission acceptance by the Candidate Performance Assessment Committee (CPAC).

MATH/PSYC/SOCS 265C Introduction to Statistical Methods is strongly recommended for M.A. students.

Program Requirements for the M.A./Christian Education Administration:

Curriculum Preparation		**12 units**
ANTH/ENGL 453	Language, Culture, and Linguistics	3 units
EDUG 500	Mission Statement Development	.5 units
EDUG 501	Assessing Socio/Cultural Diversity	.5 units
EDUG 506	Subject Matter Standards and Applications	1 unit
EDUG 507	Assessment of Student Learning	.5 units
EDUG 510	Deductive Methods	1 unit
EDUG 511	Inductive Methods	1 unit
EDUG 512	Cooperative Methods	.5 units
EDUG 514	Curriculum Unit Planning	1 unit
EDUG 540	Cross-Cultural Studies for Educators	3 units

Christian Education Leadership Requirements **9 units**

Nine units may be chosen from the following courses with the consent of the Director:

EDAG 610	Appreciative Inquiry	3 units
EDAG 611	Leadership and the New Science	3 units
EDAG 622	Conflict Management	3 units
EDAG 623	Marketing in Christian Organizations	3 units
EDAG 624	Change and Strategic Planning	3 units
EDAG 626	Spirit and Soul of Leadership	3 units

M.A. Core Requirements **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 units
EDUG 606	Introduction to Educational Research	4 units
EDUG 609	Curriculum Design and Teaching	2 units
EDUG 610	Assessment and Evaluation	4 units

EDUG 605 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 610.

Optional: Candidate may be eligible for the Preliminary Multiple or Single Subject credential by completing EDUG 520-557 and EDUG 584, 585 (and meeting other program requirements). Please see the Program 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.

MASTER OF ARTS IN EDUCATION, INDUCTION

The Master of Arts in Education, Induction is designed for teachers who are participating in a district-based Induction program either as new teachers or as support providers. This M.A. in Education option allows teachers to obtain 6 to 9 units of graduate credit for work completed in their state-approved Induction program, and to complete their M.A. with eight additional courses offered at Vanguard University. A total of 33 units are required for the M.A. in Education Induction.

Admission to the M.A. in Education, Induction:

1. A Bachelor's degree from a regionally accredited institution.
2. A graduate program application with corresponding fee.
3. Official transcripts of all undergraduate and graduate courses.
4. Three letters of recommendation, including a letter from the district or consortium verifying applicant's participation in the State-approved Induction program.

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 or above 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 six units of on-campus course work with a 3.5 GPA or higher, the student will be eligible for regular standing in the degree program.
7. An interview with the Director and/or Candidate Performance Assessment Committee (CPAC).
8. Admission acceptance by the Candidate Performance Assessment Committee (CPAC).

Course Requirements for the M.A. in Education, Induction

Induction		**6 to 9 units**
Prerequisite:	Admission to the Program	
YEAR 1		
EDUG 591a	Professional Reflection and Practice	1 unit
EDUG 591b	Professional Reflection and Practice	1 unit
EDUG 591c	Professional Reflection and Practice	1 unit
YEAR 2		
EDUG 591d	Professional Reflection and Practice	2 units
EDUG 591e	Professional Reflection and Practice	2 units
EDUG 591f	Professional Reflection and Practice	2 units

M.A. Electives **12 to 15 units**

Electives will be selected from one area of emphasis and with approval of the Director.

1. English Learner Emphasis 12 units
   Courses to be determined with advisor and with the Director's approval
2. Teacher Leadership

EDUG 611	Advanced Models of Teaching	3 units
EDUG 612	Theories of Learning and Teaching	3 units
EDUG 613	Spiritual Formation for Teachers	3 units
EDUG 614	Curriculum Leadership and Collaboration	3 units

3. Christian Education Leadership 12 units
   Courses to be determined with advisor and with the Director's approval

M.A. Core		**12 units**
Prerequisite:	Consent of Director	
EDUG 605	Current Issues in Education	2 units
EDUG 606	Introduction to Educational Research	4 units
EDUG 609	Curriculum Design and Teaching	2 units
EDUG 610	Assessment and Evaluation	4 units

MASTER OF ARTS IN EDUCATION, TEACHER LEADERSHIP

The Master of Arts in Education, Teacher Leadership is designed for fully credentialed teachers who wish to enhance their leadership abilities by pursuing an M.A. in Education. This M.A. in Education option allows teachers to transfer in up to 6 units of graduate level credit from another accredited institution of higher education. A total of 30 units are required for the M.A. in Education, Teacher Leadership.

Admission to the M.A. in Education, Teacher Leadership:

1. A Bachelor’s degree from a regionally accredited institution.
2. A graduate program application with corresponding fee.
3. Official transcripts of all undergraduate and graduate courses.
4. Three letters of recommendation, 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 or above 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 six units of on-campus course work with a 3.5 GPA or higher, the student will be eligible for regular standing in the degree program.

7. An interview with the Director and/or Candidate Performance Assessment Committee (CPAC).
8. Admission acceptance by the Candidate Performance Assessment Committee (CPAC).

Course Requirements for the M.A. in Education, Teacher Leadership:

M.A. Electives		**6 units**
Prerequisite:	Admission to the Program	

Up to six units of graduate education study transferred in from another institution, or six units of graduate electives to be completed at Vanguard University

M.A. Area of Emphasis		**12 units**
Four courses in the Teacher Leadership Emphasis		
EDUG 611	Advanced Models of Teaching	3 units
EDUG 612	Theories of Learning and Teaching	3 units
EDUG 613	Spiritual Formation for Teachers	3 units
EDUG 614	Curriculum Leadership and Collaboration	3 units

M. A. Core		**12 units**
Prerequisite:	Consent of Director	
EDUG 605	Current Issues in Education	2 units
EDUG 606	Introduction to Educational Research	4 units
EDUG 609	Curriculum Design and Teaching	2 units
EDUG 610	Assessment and Evaluation	4 units

GRADUATE EDUCATION COURSE DESCRIPTIONS

EDUC 315 • Teaching 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 30 hour 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 VU Multiple and Single Subject Credential programs.

ANTH/ENGL/SPAN 453 • Language, Culture, and Linguistics (3 units)
Prerequisite: EDUC 315. 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 Preliminary credential with EL Authorization.

EDUG 500 • Mission Statement Development (.5 units)
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 units)
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 506 • Subject Matter Standards and Applications (1 unit)
In this course, candidates strengthen their subject matter expertise and application by familiarizing themselves with subject matter content standards and learning methods for teaching various subject matter disciplines (Math, Science, Social Studies, etc.). Working with their cohort faculty leader and expert practitioners, students will begin developing lessons focusing on particular subject matter disciplines, integrating appropriate content standards.

EDUG 507 • Assessing Student Learning (.5 units)
Assessment plays an important role in the classroom to guide the teacher's instruction and promote student accountability. This course introduces teacher candidates to the role of formative and summative assessment in guiding instruction and enhancing student motivation in the classroom setting. To this end, candidates are introduced to the principles of sound assessment, including matching appropriate assessment methods (selected response, essay, performance assessment and personal communication) with achievement targets (knowledge, skills, understanding, products, and dispositions).

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 units)
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 ways 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 514 • Curriculum Unit Planning (1 unit)
The California content standards and 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 subject matter content and standards to appropriate performance tasks and instructional strategies, as they learn to plan curriculum units.

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 units)
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 units)
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 543 • Language Acquisition for the Elementary Student (1 unit)
Language, learning and teaching come together to give teacher candidates an overview of the structure of language as well as theories and methods for first and second language acquisition. Emphases include vocabulary development and assessment.

EDUG 544 • Language Acquisition for the Secondary Student (1 unit)
This course focuses on how to move middle and high school students who are non-English speakers into and through English language literacy. Teacher candidates will read and discuss first and second language acquisition theories and the various programs appropriate for students at each level of fluency. By practicing methods of teaching English language development, teacher candidates engage in using strategies, techniques, and methods that have proved successful in fostering high achievement.

EDUG 545 • Specially Designed Academic Instruction in English/SDAIE for the Elementary Student (1 unit)
SDAIE methodology focuses on English language learners' academic learning skills for mastery of subject matter. Multiple subject teacher candidates learn how to use verbal communication, materials, and instructional strategies for academic proficiency in content areas. Special attention is given to use of SDAIE methodology in the teaching of specific subject-matter content standards.

EDUG 546 • Specially Designed Academic Instruction in English/SDAIE for the Secondary Student (1 unit)
Single subject candidates learn to adapt the curriculum for secondary students who are acquiring English. Information includes analyzing the subject matter to determine content knowledge and academic skills necessary for success, modifying the text for comprehension, adjusting assignments, and classroom discourse, and using visual aids and resources. Special attention is given to use of SDAIE methodology in the teaching of specific subject-matter content standards.

EDUG 547 • The Understanding and Teaching of Reading (1 unit)
Multiple subject candidates consider what it means for a child to be a reader and how to provide instruction from phoneme awareness to word identification and spelling to reading comprehension of narrative and expository texts. Theories, principles of instruction, and techniques are presented that help children become fluent, independent readers.

EDUG 548 • Metacognition and Reading Strategies for Student Learning (1 unit)
Single subject candidates focus on theories and methods which enhance learning across the curriculum for middle and high school students. The course assists candidates in developing teaching methods that ensure that students are successfully comprehending course content, accessing long-term memory, taking effective notes, and communicating learning concepts. Candidates will learn to teach to the strength of each personality type. Candidates also learn the basics of explicit reading instruction at the secondary level. Materials fee.

EDUG 550 • Literacy Classrooms and Instruction (1 unit)
The elements of balanced literacy programs are presented through the design and organization of the classroom environment and through classroom resources and strategies that connect reading, writing, listening and speaking. Multiple subject candidates learn to synthesize theories and instructional principles for effective classroom practice.

EDUG 551 • Literacy in the Content Areas (1 unit)
Single subject candidates learn to write lesson plans for middle and high school students in their particular subject matter area integrating reading, writing, listening, speaking and thinking. Candidates explore the role of language fluency in comprehension and teach an integrated lesson which enhances content mastery.

EDUG 557 • Exceptionality and Health (1 unit)
Exceptionality and Health prepares candidates with basic knowledge, skills and strategies for teaching special populations, including students with disabilities, students on behavior plans, and gifted and talented students in the general education classroom. Each candidate learns to create a positive, inclusive climate of instruction for all special populations in the general classroom. Candidates also revisit issues related to how personal, family, school, community and environmental factors are related to students' academic, physical, emotional and social well-being. Candidates learn about the effects of student health and safety on learning and review the legal responsibilities of teachers related to student health and safety.

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 word processing, spreadsheets, and other programs that are of assistance to educators or are currently used with students in K-12 classrooms. This course meets the CCTC standards for the level 1 technology requirement.

EDUG 570 • Special Topics (1-3 units)
Special topics in education: curriculum, assessment, instruction, community partnerships, classroom management and research.

EDUG 572 • Advanced Study of Teaching English Learners (2 units)
This course provides an advanced understanding of the candidate's role of teaching English Learners in the state of California. The course builds on the knowledge, skills, and abilities acquired during the professional teacher preparation program for the delivery of comprehensive, specialized instruction for English learners. Each candidate will examine school organizational structures and resources designed to meet the needs of English learners, and will demonstrate the ability to implement the instructional program for English Language Development. Each candidate will demonstrate the ability to implement adopted instructional programs and the development of academic language, comprehension, and knowledge in the core academic curriculum that promote students' access and achievement in relation to state-adopted academic content standards and performance levels for students. Each candidate will be familiar with local and state-adopted assessments for English language proficiency, and how these instruments are used to measure student accomplishment and to place students and diagnose their needs. Each candidate will use knowledge of his/her students' backgrounds, experiences, family structures, cultures, and languages in planning instruction and supporting individual student learning. This course meets the CTC standards for the Professional Clear Credential requirement for SB 2042 preliminary credentials candidates who do not have access to a district induction program.

EDUG 573 • Advanced Study of Health for Educators (1 unit)
This course provides a basic understanding of the candidate's role of promoting personal, classroom, and school health and safety through appropriate prevention and intervention strategies. Candidates demonstrate an understanding of the relationship between student health and student learning, and develop competencies in detecting and handling the health problems of their students. Local and community resources to support student health are investigated. Candidates learn about character education and how to create an emotionally healthy classroom environment for learning. The California Health Framework

grade level content, methods, and processes for teaching health education are studied. Candidates have opportunities to show evidence of selected Teacher Performance Expectations through class activities and assignments. California Ed Code and federal law relating to health, safety, and parents' rights are presented. This course meets the CTC standards for the Professional Clear Credential requirement for SB 2042 preliminary credentials candidates who do not have access to a district induction program.

EDUG 574 • Advanced Study of Teaching Special Populations (2 units)
This course provides each candidate with the opportunity to deepen their knowledge, skills, and strategies for teaching special populations, including students with disabilities and gifted and talented students in the general classroom. Particular emphasis will be given to creating a positive, inclusive climate of instruction for all special populations in the general classroom. This course meets the CTC standards for the Professional Clear Credential requirement for SB 2042 preliminary credentials candidates who do not have access to a district induction program.

EDUG 576 • Advanced Use of Technology to Support Student Learning (1 unit)
This course facilitates teachers' mastery and application of technology in the classroom, providing advanced tools for developing and revising standards-based lessons and units using technology. Teachers are introduced to the process of designing and planning lessons and units that integrate the key elements of content standards, activities, technology resources and assessments. This course meets the CTC standards for the Professional Clear Credential requirement for SB 2042 preliminary credentials candidates who do not have access to a district induction program.

EDUG 584 • Beginning Student Teaching (2 units)
Beginning Student Teaching provides candidates with an opportunity to observe, practice, and validate the methods and curriculum they are studying in their professional coursework. During their first full semester in the program, candidates complete Beginning Student Teaching consisting of a minimum of three hours a week (45 hours a semester) at a school site, preferably working with a master teacher who will supervise the student during Advanced Student Teaching in the second semester. Candidates support their master teacher in all aspects of classroom work as assigned, tutor individual students, work with small groups, teach sample lessons, complete classroom-based course assignments, submit assignments and reflect on experiences with their faculty cohort leader, and complete a Professional Portfolio related to their experience. Class time will be scheduled for TPA instruction. Additional course fee.

EDUG 585 • Advanced Student Teaching (10 units)
Prerequisite: Satisfactory completion of initial professional coursework, GPA of 3.0 or higher in first 12 units of credential coursework (no more than one "C" grade), subject matter examinations, portfolio and beginning student teaching.

Advanced Student Teaching provides candidates with an opportunity to observe, practice, and validate the methods and curriculum they are learning in the professional coursework. Candidates teach in diverse classroom settings, with opportunities to instruct students with diverse backgrounds and levels of skill 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 California Commission on Teacher Credentialing. Candidates will document their instructional planning, lesson presentation, assessment, management, and networking skills in their Professional Portfolio. The Professional Portfolio, begun during their Beginning Student Teaching semester, will be due after sixteen weeks of Advanced Student Teaching.

Advanced Student Teaching will be completed concurrently with EDUG 557 and 545/546 during the fall or spring semesters. Single Subject candidates will complete their student teaching in grades 7-12. Multiple Subject candidates will complete their student teaching experience in two seven week assignments in grades 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 for a complete high school or middle school semester. Multiple Subject candidates will teach a full day, five days a week. The Preliminary Credential requires that the candidate complete a continuous 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. It is important to remember that student teaching is a full-time experience and requires focus and attention. An additional student teacher fee per unit is charged at the time of registration.

EDUG 590 • Seminars in Education (1-6 units)
Mutual investigation of one topic in education of particular relevance to graduate students in education.

EDUG 591a • Pedagogical Reflection and Practice (1 unit)
In this course, teachers will be introduced to job embedded learning and the "plan-teach-reflect-apply" cycle. While completing CFASST Events 1, 2, and 3, they will study the local context where they are teaching and begin the process of analyzing the impact of their teaching on student learning. This course is offered in the fall semester for new teachers and trained support providers starting the induction experience.

EDUG 591b • Pedagogical Reflection and Practice (1 unit)
In this course, teachers will develop and implement the Individual Induction Plan. Student work will also be used to conduct an in-depth inquiry in entry-level, monitoring and summative assessment practices. Teachers enroll in this course during the second semester while completing CFASST Events 4-6.

EDUG 591c • Pedagogical Reflection and Practice (1 unit)
New teaches and support providers may obtain one unit of university credit for participating in 15 hours professional growth directly related to SB 2042 completion requirements and CFASST. These hours must be described in the district's state approved induction program. Teacher attendance and completion of all requirements must be verified by the local BTSA Induction Program to receive university credit.

EDUG 591d • Pedagogical Reflection and Practice (2 units)
This course includes an investigation of specific characteristics of the teachers' class, school, district and community that affect daily teaching. They will analyze the results of several assessments including literacy in primary language to find out about the prior academic achievement of their students. This data will be used to develop short and long term instructional plans that are also guided by the California Content Standards and Frameworks. Teachers will enroll in this course during the fall semester of the second year of induction while completing CFASST 7, 8, and 9.

EDUG 591e • Pedagogical Reflection and Practice (2 units)
In this course teachers will complete a self-assessment on their level of implementation of the California State Frameworks to assist them in reflecting on their teaching to date. They will participate in the district's colloquium by sharing a selection of significant work with colleagues. This course is taken by teachers in their final semester of state approved induction and while completing CFASST 10, 11, and 12.

EDUG 591f • Pedagogical Reflection and Practice (2 units)
New teachers and support providers may obtain two units of university credit for participating in 30 hours of professional growth directly related to SB 2042 completion requirements and CFASST. These hours must be described in the district's state approved induction program. Teacher attendance and completion of all requirements must be verified by the local Induction Program to receive university credit.

EDUG 599 • Continuous Registration: Teaching Credential (1 unit)
Prerequisite: Admission to teaching credential program; completion of at least nine units of 500 level credential coursework. This unit does not count toward Master's degree or credential requirements. Fee is equivalent to one unit of Graduate Education tuition.

Candidates who have not met all testing and/or other credential requirements to continue to Advanced Student Teaching are required to register for EDUG 599. During this semester, the candidate conferences with a faculty cohort leader and/or university supervisor. Continuous registration ends when the candidate is formally recommended for Advanced Student Teaching or withdraws from the program. EDUG 599 will carry a grade of "CE" (Continuing Enrollment) until are requirements are met, at which time the grade will be changed to "CR" (Credit).

EDUG 605 • Current Issues in Education (2 units)
Prerequisites: Regular standing and consent of Director. 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: EDUG 605 or concurrent enrollment. 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.

EDUG 609 • Curriculum Design and Teaching (2 units)
Prerequisites: EDUG 605 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 (4 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 611 • Advanced Models of Teaching (3 units)
This course explored varied strategies of instruction, culminating in the identification and study of fifteen models of teaching. Students will examine relationships among theories of learning and instruction, as well as various instructional alternatives.

EDUG 612 • Theories of Learning and Teaching (3 units)
This course examines principles of teaching that can be derived from psychological theories and research, including behavioral, cognitive, and social theories.

EDUG 613 • Spiritual Formation for Teachers (3 units)
This course will provide teachers with the opportunity to explore the spiritual dimensions of teaching, drawing upon the history of Christian spiritual formation literature in relation to the calling to teach. Students will read classics of Christian spirituality, examine writings about the teaching vocation, and connect the two through personal reflection on the spiritual dimensions of their own teaching experience.

EDUG 614 • Curriculum Leadership and Collaboration (3 units)
This course is about teacher learning, evaluating and organizing high quality professional development. Candidates will study and practice high yield strategies for improving professional practice including peer coaching, collaboration, study groups and learning teams. Well-designed evaluations will inform candidates about the effectiveness of professional development practices and guide the content, form and structure for creating teacher-led learning community. The literature on professional development and reviews of modern professional development programs along with practical guidance will be covered in this course.

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 in Education.

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 LEADERSHIP COURSES

EDAG/CLSG 610 • Appreciative Inquiry (3 units)
Church leaders must discern ways that religious organizations can maintain their central identity and mission while being responsible and responsive to change. Appreciative Management taps into the power and imagination of the congregation's history, personal narratives, imagination and spiritual discernment. Participants will leave with a strategy in place for their organization's effectiveness and spiritual renewal. This course is offered by the Leadership Studies component of the M.A. in Religion.

EDAG/CLSG 611 • Leadership and the New Science (3 units)
The new science discoveries in quantum physics and chaos theory and biology have completely altered the way we think about humans and organizations. This course will focus upon these new realities with an eye toward fashioning a new science of leadership and ministry for religious organizations. This course is offered by the Leadership Studies component of the M.A. in Religion.

EDAG/CLSG 622 • Conflict Management and Team Building (3 units)
Prerequisites: 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 623 • Marketing in Christian Organizations (3 units)
Prerequisites: Regular standing and consent of Director. 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. This course is offered by the Leadership Studies component of the M.A. in Religion.

EDAG/CLSG 624 • Change and Strategic Planning (3 units)
Prerequisites: Regular standing and consent of Director. An examination of change within congregations and religious organizations with a view to understanding the relationship between the organization structures and its environment. Alternative strategic planning, problem solving, and program evaluation models 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 626 • Spirit and Soul of Leadership (3 units)
This course will explore the condition of the leader's interior life within a community, and the impact of the interior life upon the external world of the religious organization. This course is offered by the Leadership Studies component of the M.A. in Religion.

TEACHER ADVANCEMENT PROGRAM

Jerry Ternes, Ed.D., Director

MISSION: The mission of the Teacher Advancement Program is to increase teacher effectiveness by offering courses that build new knowledge and develop teaching skills.

The Teacher Advancement Program's (TAP) courses are designed to provide current teachers with continuing education to increase their knowledge and effectiveness in the classroom. The courses are graduate level and may be eligible for salary advancement units. The Teacher Advancement Program is a non-degree seeking program and courses may not transfer to another institution of higher education for credit. Courses may last anywhere from five to seven class periods and are offered in various locations throughout the State of California on a wide range of topics Courses are taught by highly qualified instructors with educational and professional backgrounds in teaching and learning. Teachers who hold a bachelor's degree are eligible to enroll in TAP courses. Additional information about the TAP program can be found at *http://www.vanguard.edu/teacheradvancementprogram.*

Academic Calendar

TAP operates on a year round, three semester basis (Fall, Spring and Summer). Courses begin at various intervals throughout the year. Students may enroll at the first class session. Check the current course schedule for any pre-registration requirements.

Teacher Advancement Program Academic Policies

Student-at-Large Classification and Course Load

All TAP students are classified student-at-large. A Student-at-large earns academic credit for work completed successfully, but is not considered a degree-seeking student at Vanguard University. TAP courses are further classified as Professional Development courses. A student enrolled in at least six (6) units within a semester is considered half-time; a student enrolled in at least twelve (12) units within a semester is considered full-time.

Plagiarism

Webster's Dictionary defines plagiarism as the act of taking the writings of another person and passing them off as one's own. Plagiarism, cheating, or copying others work is a serious issue and will not be tolerated.

Plagiarism includes, but is not limited to, submitting two or more copies of the same research paper, which are used to fulfill the requirements for more than one class without the consent of the professor(s); copying text from a fellow student, utilizing prewritten articles and/or papers written by another individual; using someone else's words or ideas without crediting that person, with or without the permission of the original writer to use his/her ideas. All material borrowed verbatim must be put in quotation marks and credited appropriately, regardless of the source. Students are responsible for submitting their own work. Plagiarism and cheating can result in a failing grade for assignments and/or the entire class grade.

If students suspect that their work has been plagiarized by another student, they should immediately contact the instructor so action can be taken.

Course Attendance

Due to the content of TAP courses and the emphasis on participatory learning, students must show active participation (as defined in the syllabus). Students are expected to report to each class session and complete the work required. Failure to attend more than one class session or the equivalent of one class period will be dropped from the course and no tuition refund will be given.

Concurrent enrollment in any course which overlap another course sessions is prohibited.

Incomplete Grades

An Incomplete may be granted at the discretion of the instructor when a situation prevails over which a student has no control. If approved, incomplete work for TAP students must be completed no later than ninety (90) days following the final class session. If the incomplete work is not completed within the prescribed period of time, the student will automatically receive a failing grade and is placed on the

permanent record of the student. An instructor is under no obligation to assign make-up assignments, assign an incomplete grade, or to administer a make-up examination. Request for exceptions or extensions to the ninety (90) day limitation must be submitted in writing to the TAP Director.

Note: An Incomplete is granted only for such circumstances as major personal or family crisis. Unacceptable reasons include: course load too heavy, previous incompletes, regular job or ministry responsibilities, difficulty with the English language, computer problems, etc.

Grade Change Policy

Grades submitted by instructors to the Office of the Registrar are considered final. TAP students who believe a grade was assigned in error must contact the instructor of the course to review their records. Submission of a grade change to the Office of the Registrar can be made by the instructor no later than two semesters following the term in which the grade was originally assigned. Requests for exceptions to this policy must be submitted in writing to the Director of TAP.

Grade Appeal Policy

A student wishing to contest a grade should first seek an explanation in writing from the course instructor assigning the grade. Should the instructor not be available, or if the explanation given is deemed unsatisfactory by the student, the student may submit an appeal in writing to the TAP Director.

If the instructor cannot be reached, is unable to provide supporting material related to the issued grade, or if a mutually acceptable resolution cannot be reached between the student and instructor, a written appeal may be made to the TAP Director. The Director will review the case, and, if possible, discuss the issue with both the instructor and student. The Director will make every effort to reach a mutually satisfactory resolution for the grade appeal by conferring with the student and instructor.

Appeals must be initiated no later than the last day of the semester in which the grade was assigned.

Course Sections

A student may take up to four sections of the same course number. Students are responsible for knowing which section of the course they are taking and to complete the Enrollment Agreement/Disclosure Form accordingly. Any mistakes on the student's transcript due to the enrolling in the incorrect section will result in a corrected transcript at a cost to be assessed to the student.

Transcripts

Transcripts will be mailed to each student at the mailing address as designated on their enrollment disclosure/agreement. There will be one transcript mailed for each course the student completes. Students should allow 4-6 weeks after the class has ended to receive their transcripts. Students who currently owe tuition funds to Vanguard University will have a hold placed upon their transcripts until their account is settled. For students who pay tuition by a personal or corporate check there may be additional processing time.

Duplicate transcripts may be ordered for an additional fee through the Registrar's Office by completing the Teacher Advancement Program Transcript Request form.

Academic Disqualification

TAP students are subject to immediate academic disqualification if it has been determined the student does not currently hold a minimum of a Bachelor of Arts degree with an accredited university.

Teacher Advancement Program Drop and Refund Policy

Drop Policy

Students wishing to drop their course must do so in writing. Students must contact the TAP office in writing of their intent to drop a course and include the following information in their drop request: course number, location of the course, the course dates and full name and contact information. Please complete a Drop Form which can be accessed through the website *www.vanguard.edu/teacheradvancementprogram*. Unless written notification is received the student will remain officially registered in the course listed on their

enrollment agreement and will be financially and academically responsible. All drops will be processed using the date when the student's written notification is received by the Vanguard University TAP office.

Students who email their drop request are advised to make a copy of the email with date and time stamp as well as receiver confirmation (if possible). Students should also confirm with the TAP office the following business day, via phone, that the email request to drop was received. If the written request to drop is made via mail, the student must ensure the request is mailed in enough time to reach the TAP office before the beginning course date. Vanguard University is not responsible for drop requests sent via email that are not routed correctly and result in non receipt of the request by the TAP office. Students should also contact their course coordinator to notify them of their intent to drop a given course.

If the class is currently in session students must have the course coordinator sign the form and send it to the TAP Office. Students who have pre-registered for the class, may send the form to Vanguard University, attn: TAP, 55 Fair Drive, Costa Mesa, CA 92626. The form may also be faxed to: 714-966-6303. Upon receipt Vanguard University will review and process any applicable refunds.

Non-Payment Policy

Students whose payment does not clear will be contacted by the TAP office to provide a new payment method. All returned checks will be assessed a $15 fee. If a credit card is provided and does not clear after the second time a cashiers check will be required to pay the balance. All transcripts will be held for an account that has a outstanding balance. If a student fails to provide payment in a timely manner, Vanguard University will turn the account over to a collection specialist and the student will not be allowed to register for any additional course until the balance is paid in full.

Refund Policy

Tuition refunds will be made for withdrawal/cancellation from the University when a written notice is filed with the Registrar's Office**.** Refunds will be based on the date of receipt by the Registrar's Office according to the tuition refund schedule. The student will receive 100% refund if written notice of cancellation is submitted to Vanguard University by the student on or before the first class session at the address specified in this agreement. The student will receive a 50% refund if written notice of cancellation is submitted by the student to Vanguard University before the start of the second class meeting. Classes that meet only one day do not qualify for a refund.

If Vanguard University cancels or discontinues a course, the University will make a full refund of all charges. Material fees are non-refundable after the first class meeting. A $50 administration fee will be charged for all refunds.

Refunds will be paid within 30 days after Vanguard University receives written notification of the cancellation. Once the student has notified Vanguard University and has been advised in writing of the receipt of their notice students may request their refunds from the Vanguard University website: http://www.vanguard.edu/businessservices/index.aspx?ekfrm=14902. Refunds will be mailed within 30 days.

TEACHER ADVANCEMENT PROGRAM COURSES

All courses are taught off-campus. Please see website for complete listing of course offerings and location of courses.

EDUX 5100 • Beat the Clock: Making the Most of Instructional Time (3 Units)
Time is the most precious commodity of the classroom teacher. This course will focus on improving classroom management systems and tools in order to get the most out of instructional time. Participants will examine ways to minimize distractions, develop effective transition strategies and minimize disjointed and confusing rotations as students move from one task to another. Helping students keep the "main thing the main thing" and develop good study skills will also be part of this class.

EDUX 5110 • Building a Solid Foundation for Learning (3 Units)
This course offers K-12 educators the opportunity to lay the groundwork for building successful classroom programs. Working together, participants will design and construct curriculum and materials that are content-inspired and student-centered. This course provides classroom teachers the opportunity to share

their best practices with fellow educators, create a comprehensive file of activities to reinforce and teach skills, develop a systemic approach for enhancing learning centers and adapt materials to target the needs of their students.

EDUX 5120 • Building Curriculum to Meet State Standards (3 Units)
Participants will construct modules of materials for use in conjunction with curriculum units. Materials that support all aspects of instruction and assessment will be featured. This is your opportunity to prepare those task cards, games, bulletin boards, centers, social studies, language arts, math materials for your classroom. This hands-on course is a must for every teacher!

EDUX 5130 • Classroom Discipline: Encouraging Self-Reliance & Responsibility in Students (3 Units)
This course is designed for K-12 teachers who wish to improve classroom discipline, encourage student self-reliance and optimize the learning atmosphere for everyone. Participants will be able to enhance their natural disciplinary style with a broad range of innovative and time-tested approaches to this oldest of classroom problems.

EDUX 5140 • Classroom Display Models (3 Units)
This course will help K-12 educators enhance the classroom environment with exciting displays and bulletin boards certain to inspire students. Examples of display techniques designed to motivate students in the areas of language arts, social studies, math and other content areas will be presented. A rich classroom environment can have a profound impact on student success and achievement.

EDUX 5150• Community Connections (3 Units)
This course will outline a variety of community resources that can enhance learning across the curriculum, expand lessons and increase understanding and appreciation of the diverse cultural elements of our neighborhoods. Study tours will be arranged to provide first-hand contact with historical sites, museums, multicultural art displays and other important locations. A wealth of community resources will be made available through curriculum outlines, classroom materials and informative presentations.

EDUX 5160 • Creating Reader's Workshop In Your Classroom (3 Units)
This course focuses on assisting K-12 educators expand their knowledge in the area of current best practices in reading instruction while meeting the challenge of California State Standards. Activities, ideas, non-fiction text selection specific to grade level standards will be presented and time will be given to develop meaningful lessons for classroom use. Participants will have the opportunity to see how a non-fiction, strategy-based reading program looks and works within the school setting. Techniques to use with struggling readers will be examined as well as learning the important difference between accelerating literacy progress versus remediation.

EDUX 5170 • Creative Expression in the Classroom (3 Units)
This course is designed to cover a variety of strategies and solutions to combine creativity and problem solving throughout the curriculum. Participants will explore multimedia approaches to using a discovery/problem solving model incorporating perception, production and reflection. A broad range of "thinking activities" and authentic assessment will be showcased that will help release the talents of all students at all learning levels. Hands-on projects will be presented that will encourage pupils to move from "visual to verbal" and in the process, develop oral and written language, math and manipulative skills. Emphasis will be placed on uncovering and developing the unexplored talents of students at all levels of the learning experience.

EDUX 5180 • Curriculum Development & Design (3 Units)
Developing a fun and exciting curriculum that meets the Content Standards can be a difficult task. This course will focus on designing curriculum that matches the standards with teacher-made materials students love to use. Participants will discuss ways of documenting student performance as it relates to standards in order to modify and redesign the curriculum to meet the needs of the children in the classrooms.

EDUX 5190 • Developing Quality Curriculum: A Hands-On Workshop (3 Units)
This hands-on course will provide each participant with an extensive portfolio of center oriented materials and a management system designed to increase student motivation and reinforce achievement in Content Standards. Participants will

construct project cards, work center materials, games and activities that provide reinforcement to pupils of every grade and ability level. The focus will be on Standards Based activities in Language arts, math and social science.

EDUX 5200 • Effective Art Processes (3 Units)
This course is designed to aid K-12 educators in developing a broad palette of art processes, activities and materials that will enrich the learning process and brighten the curriculum with creative projects. Participants will expand their ability to bring out the creative capacities of their students and link their artistic talents to the learning of basic skills and content. As students see how art can be applied to all learning areas, achievement and improved self-esteem can be realized. The course instructor will present art media and projects that can be adapted to bring out the most from each of you students.

EDUX 5210 • Effective Practices For At-Risk Students (3 Units)
This course will explore effective practices for working with children deemed to be at risk of educational failure. Participants will examine ways they and their schools can work together to engage students and motivate them toward success. The use of creative and flexible scheduling to extend learning time, differentiating instruction, organizing heterogeneous student groupings and designing classrooms to accommodate different learning styles are some of the ways k-12 educators can effectively improve the learning environment for children at-risk and all students.

EDUX 5220 • Enriching Language Arts with Art (3 Units)
Bring the Content Standards to life with this exciting course designed to enrich the Language Arts program through the use of art projects and activities. Participants will explore ways of directly linking art experiences with specific literature selections. Through a series of successful projects, students will expand their creativity, love for reading, as well as boost their self-esteem. Teachers will leave this class with ready-to-use samples sure to enliven the learning process. Sharing with fellow teachers will be encouraged. This is a must class for every language arts program.

EDUX 5230 • Expanding the Classroom Through Study Tours (3 Units)
This course will emphasize the wealth and important curriculum implications community resources, museums, and natural and historical sites have on student achievement. Study tours will have application to all study skills, portfolios and content across the curriculum. Rich resources for language arts, social science, multicultural studies, art and math will be examined. Participants will evaluate in depth the implications of the study tour for their grade level and cross section of ability levels before and after taking a visitation. This is a wonderful opportunity to enrich the classroom experience of your pupils and motivate them to read and write about the things they have seen.

EDUX 5240 • From Cover to Cover: Enriching the Curriculum with Student Created Books (3 Units)
This hands-on course is designed for educators who wish to add enrichment and excitement to the curriculum in their classroom. Strategies for using student made books to develop language, math and critical thinking skills will be emphasized. A whole range of book construction processes suitable for all grade levels will be taught. Students will use whole numbers and measurement, as well as dimensional figures and geometry to develop math skills. Geometric concepts of space and form will be explored with flexagon and geometric shaped books. Whether teaching language arts, or any content subject, student made book construction provides a lifelong problem solving skill that leads to authorship and builds self-esteem.

EDUX 5250 • Get It Together: Team Building & Non-Competitive Games (3 Units)
This course is designed for educators who wish to create a cooperative rather than a competitive culture in their classroom. The focus will be on team building activities, skills and games that will increase student's self-esteem and coordination. Presentations will address appropriate learning experiences for every pupil in a variety of areas such as basic movement, skills, balance, rhythms, line and non-partner dances, team and dual sports activities that have lifetime implications. The course will stress models that encourage pupils to value their personal identity, self-control, self-direction and self-expression resulting in improved performance across the curriculum. Student boredom and inertia will be overcome and replaced with unbridled fun and the joy of movement.

EDUX 5260 • Go for the Gold: Improve Pupil Performance Using Instructional Materials (3 Units)
Quality instructional materials are an important component for creating a winning formula for student success. Participants will develop, construct and share new and exciting materials such as: job boards, bulletin boards, flash cards, learning activities, games and centers. Focusing on differentiated learning, materials can be adapted to meet the educational needs of students at all grade levels and subject areas. These practical and time-tested projects will surely help students bring home the gold!

EDUX 5270 • Implementing Creative Components Through the Curriculum (3 Units)
This course will focus on infusing creative components into Content Standards throughout the curriculum. Exciting concepts, projects and activities will be presented that will challenge EO (English only) and ELL (English Language Learners) students alike. Strategies and materials for increasing student motivation and augmenting Content Standards will be explored. This course will be packed with gems, guaranteed to spark the flame of creativity and learning that will shine in your classroom tomorrow.

EDUX 5280 • Improving Student Self-Confidence (3 Units)
This course will focus on improving student self-esteem in order to create an optimal learning environment. A broad spectrum of confidence-building topics will be discussed, such as: empowering techniques, interpersonal communication, the impact of role-playing and other self-esteem activities that help students make progress in how they self-identify and see others. Focusing on classroom environment, pupil interaction and classroom management through the lens of self-esteem issues can bring positive change to students and improve the learning process.

EDUX 5290 • Incorporating Art in Academics (3 Units)
This course will reinforce the studies that art-based curriculum enhances critical thinking. The tactics of using multiple intelligences to create a variety of practical applications that reinforce standard-based outcomes will be explained and modeled. The research and data will be explained and reinforced by practical application. The aspects of utilizing the multiple facets of art as it relates to literature and history will be examined. The simplicity of building self-esteem and utilizing speech and communication will be implemented in detail.

EDUX 5300 • Integrating the Visual Arts Standards Across the Curriculum (3 Units)
This course is designed for educators who wish to take an interdisciplinary approach to integrate the Visual Art Content Standards throughout the curriculum. Projects will be presented using a hands-on approach that can adapt to many grade levels and subject areas such as mathematics, language arts and social studies. Emphasis will be placed on using a full range of innovative art media processes using a variety of readily available materials as a spring board to integrate art across the curriculum. Recommendations will be made to meet State Standards as well as the needs of all students at any learning level within the limited time constraints of multiple curriculum mandates in today's over-scheduled and busy classrooms. Join us as we open the door of creativity, guaranteed to increase self-expression throughout the curriculum!

EDUX 5310 • Language Arts, Math & Phonics Development Through Hands-On Materials (3 Units)
This course presents and examines a broad range of activities that will reinforce, re-teach and enrich skills in math, language arts and phonics. These materials are designed to teach and re-teach students at every skill level and all materials are targeted to meet mandated standards and programs. Math materials expand student development from simple number recognition, addition and subtraction to complex mathematical equations. In language arts, projects range from simple letter recognition to blends, digraphs, syntax, cause and effect recognition and categorizing. Participants can adapt all materials to suit the needs of their own classroom and select from hundreds of samples, ideas and patterns. These well-research projects will have positive impact on student motivation and success.

EDUX 5320 • Making Meaningful Materials (3 Units)
This course is designed to enrich, enliven and bring energy to the curriculum with instructional materials that grab your attention and improve motivation in the classroom. Construct games, centers and activities that provide reinforcement to

students at all ability levels. Developmental activities that lend themselves to independent work time and cooperative learning groups will be constructed.

EDUX 5330 • Math & Science Materials That Inspire Creativity (3 Units)
Course participants will develop materials designed improve student success in reaching exit standards and inspiring higher overall achievement in math and science. Exciting hands-on materials that support science conventions, such as investigation and experimentation, Earth Science, Life Science and Physical Science will be explored. Math materials that support number sense, algebra functions, measurement and geometry, math reasoning and probability can be put to immediate use in the classroom.

EDUX 5340 • Meeting the Needs of our Gifted Children (3 Units)
This course is designed to provide K-12 teachers the opportunity to find new ways to meet the needs of the gifted children in their classroom. A wide range of activities designed to provide educators with strategies that challenge as well as motivate students, while allowing for continuous progress and growth will be examined. Attention will be paid to working with the often creative, sensitive and intense personalities of gifted children in order to develop social, emotional and academic skills that will benefit them in the future.

EDUX 5350 • Multicultural Diversity: The Melting Pot of Many (3 Units)
This course is designed for the sensitive educator wanting to gain understanding of the ever changing cultural diversity of the students in today's schools. Participants will explore the ethnic and cultural groups in the community environments in which their pupils live. The fusion of cross-cultural customs and values will be presented. Study tours to culturally enriching sites will be taken to give in-depth understanding of the varied language ability, cultural heritage and historical backgrounds of our students. A broad range of cultural likenesses and differences will be covered. Multicultural education and understanding is an essential element and critical to the success of the schools and our society.

EDUX 5360 • Sharing Teaching Treasures (3 Units)
This course brings K-12 educators together to collaborate and share their most successful classroom projects. Participants will gather a significant body of tried and tested practical ideas, lesson plans, activities, games and centers that they can adapt to their own classroom situations. This is a tremendous opportunity to spread the wealth of teaching treasures.

EDUX 5370 • Simple Solutions to Strengthen Your Program (3 Units)
This course will provide K-12 educators with a variety of simple and effective solutions for strengthening their classroom programs. Participants will explore activities designed to expand student learning beyond the basic curriculum. This is a hands-on course that will give classroom teachers the opportunity to construct projects to enhance the curriculum. A wide range of methods to enrich the curriculum will be explored. A study tour may be included in this course to provide sources for additional classroom enrichment.

EDUX 5380 • Successful Classroom Organization (3 Units)This course will provide participants the opportunity to explore organizational concepts. Individual and group projects that support critical thinking and creative interaction will be covered, as well as, the utilization of cooperative learning groups and partnerships. An outline of the organizational structure of how these groups may organize their material, prepare their research and/or art projects, and finally detail the process of making presentations of their work to their fellow students will also be presented.

EDUX 5390 • Teaching in the Multicultural Classroom (3 Units)
This course will assist classroom teachers optimize the learning experience for students in the multicultural classroom. In our pluralistic society, it is vital that K-12 educators remain sensitive to the learning needs, personal interests and cultural characteristics of their students. The goal of multicultural education is to create educational opportunities that are equal for all students and help every child acquire the knowledge, attitudes, and skills needed to function effectively in a democratic society.

EDUX 5400 • Techniques for Managing the Classroom (3 Units)
This course will focus on the mechanical aspect of setting up an effective learning environment for students. Through classroom discussion, presentations and review of research materials, participants will gain new ideas and confirm their own knowledge related to proper management of the classroom.

EDUX 5410 • The Literacy Ladder: Climbing towards Comprehension. (3 Units)
This is a course focused on the acquisition of methods and lessons that teach reading comprehension. The use of different resources in media, interactive exercise, and standard-based examples will be demonstrated and illustrated for use in the classroom. The basis of this course will be directed to the California State Standard applications of a starting place, the routes to take, and the destination of the learner. Examples will be described and modeled as a prerequisite to the development of personal lesson plans that illustrate this pedagogy.

EDUX 5420 • The Successful Classroom Environment (3 Units)
This course is designed to help K-12 educators create an optimal learning environment in their classrooms. Participants will explore various concepts, models and ideas for building an environment that will improve on-task performance, class mood, student motivation and disciplinary strategies. Creating a stable and predictable classroom environment will benefit children with attention deficiencies and improve the overall atmosphere of the classroom.

EDUX 5430 • Understanding Student Crises (3 Units)
This course examines the growing pressures and mounting problems contemporary students face every day. Obesity, self-esteem issues, drugs, violence, pregnancy, alcoholism, family instability and a host of other problems can place tremendous stress on students. This course will provide teachers with background on all sides of the issues as well as a wealth of classroom activities to deal with student crises. Participants will develop projects to help students deal with the pressures in their lives.

EDUX 5440 • Using Art to Bring the Curriculum to Life (3 Units)
This course will explore a variety of art activities that can be used to enhance the classroom, the curriculum and inspire activities that will help teachers achieve Content Standards. Multicultural and major holiday projects will be covered. An outline of sources for inexpensive materials will be outlined and all participants will develop a personal file box of creative ideas that can be applied to the motivational inspiration behind specific Content Standards activities.

EDUX 5450 • Working with Challenging Students: Bullies and Victims (3 Units)
Bullying is a serious problem in today's schools and can seriously obstruct the ability of students to progress both academically and socially. This course will offer participants the opportunity to collaborate with fellow teachers and administrators in order to better understand the negative impact of bullying behavior, develop ways to work with bullies and victims, improve the self-image of victims and bullies and create ways to ensure that all students can learn in a safe and fear-free environment.

EDUX 5460 • Effective Classroom Pedagogy: Increasing Teacher Effectiveness and Student Achievement Through Research (3 Units)
This course is designed to provide the educator with an opportunity to apply information from the study done by the Mid-continent Research for Education and Learning (McRel) group and reported on by Robert Marzano (1998) on instructional strategies used K-12 that have a high probability of enhancing student achievement across all subgroups, grade levels and content areas to their instructional practice.

EDUX 5470 • Classroom Management for Every Teacher (3 Units)
Maintaining good order in classrooms is one of the most important tasks facing teachers today. This course is designed to assist educators in developing successful strategies that will affect a calm and orderly learning environment. Improve classroom discipline through individual and group motivation techniques. Encourage productive student behavior through effective organizational practices, rewards and learning to work with the needs of each child. This course will cover preventative discipline practices and practical management methods that are essential to establishing and maintaining classroom control.

EDUX 5480 • Education for the Future (3 Units)
Education is always moving forward. This course will cover the most recent innovations in the teaching and learning process. Participants will examine strategies in the areas of discipline, classroom management, group dynamics, and centers that have content implications across the curriculum. Techniques for building self-image, improving study skills and getting the most out of every student will also be part of this course. This class will give you a glimpse into the very best in teaching/learning programs.

EDUX 5490 • Inspirational Classroom Environment (3 Units)
This dynamic course will help K-12 educators build exciting classroom environments designed to motivate and bring out the best of every student. Creative bulletin board display concepts will be covered that target all areas of the curriculum and contribute to strengthening the background for the achievement of Content Standards. Educators will develop a file of ideas and lesson plans that combine holiday information with art, social science, math and language arts. Practical art skills will be made easy for all educators and students to master. Art display concepts will also be covered. Don't miss this exciting experience!

EDUX 5500 • Multicultural Appreciation (3 Units)
Celebrating our diversity makes our classrooms, communities and nation stronger. This course provides K-12 educators with the opportunity to better understand and appreciate the ethnic and cultural groups of their community through in-depth inquiry into the community environments in which their pupils live. Participants will explore the fusion of cross-cultural influences that define social and political America. Information that adds appreciation of our American cultural and political heritage will be covered. Study tours to cultural enriching sites will be part of this class. Multicultural education is critical to the success of the schools and our society. This course is a must for every educator.

EDUX 5510 • Organizing the Classroom for Maximum Achievement (3 Units)
This course assists K-12 teachers in streamlining their classrooms for low stress, maximum individual responsibility and superior achievement. Participants will focus on procedures for maximizing the use of time for instruction and learning. Methods for the delegation of responsibility and consequences for students who detract from the ongoing educational process will be covered as well as ways teachers can maintain a quality learning environment without overtaxing their energies or their pocketbook. Don't miss this stress reducing class!

EDUX 5520 • The Living Classroom (3 Units)
This course emphasizes visiting community resources, and natural and historically significant locations that can bring the classroom to life. Participants will tour educational sites that have genuine implications across the curriculum for student achievement and social understanding. These tours will have application to all study skills, portfolios and content across the curriculum. Rich resources for language arts, social science, multicultural studies, art and math will be encountered. Participants will evaluate in depth the implications of the tour for their grade level and cross section of ability levels before and after taking a tour. This is a wonderful opportunity to enrich the classroom experience of your pupils and motivate them to read and write about the things they have seen.

EDUX 5801• CTEL Test Preparation Workshop (3 Units)
The CTEL Test Preparation Workshop will focus on three domains (sub-tests) of the required examination: 1) Language and Language Development, 2) Assessment and Instruction and 3) Culture and Inclusion. Students of the CTEL Test Preparation Workshop will be able to apply the knowledge, skills and abilities (KSA's) necessary to complete the three sub-tests of the CTEL examination.

GRADUATE PROGRAM IN CLINICAL PSYCHOLOGY

Jerre L. White, Psy.D., Director

MISSION: The Graduate Program in Clinical Psychology equips its students to serve with excellence as Christian mental health professionals by providing the highest quality of rigorous academic training, guided professional development, and integrative faith based learning in a collaborative and supportive environment.

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. Vanguard University is accredited by the Western Association of Schools and Colleges (WASC).

Successful completion of the Master of Science (M.S.) 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 therapy, counseling and education. The degree of Master of Science in Clinical 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. Students desiring the MFT license must complete additional internship hours after graduation and successfully pass the state licensing exams.

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, or academic 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.

ADMISSIONS INFORMATION

Application Process

To request an application or more information, please contact the Graduate Admissions Office by telephone at (877) 669-8872 or online at www.vanguard.edu/gradadmissions.

When submitting an application, a non-refundable $45.00 application fee is required. Once all supporting information has been received and the application is complete, the Graduate Program in Clinical Psychology will review each application. Finalists may be invited for an onsite or telephone interview. All applicants are evaluated without regard to race, gender, age, political affiliation, national origin or disabling conditions.
The completed application form, along with all supporting documents, should be submitted to the Graduate Admissions Office.

For fall entry, students who submit their entire application prior to the Early Notification Deadline on March 1 are notified of the Program's decision by April 6. Students who submit their entire application prior to the Priority Application Deadline on April 1 are notified of the Program's decision by May 15. Students applying after April 1 are evaluated on a space available basis.

The Graduate Program in Clinical Psychology offers a limited entry in the spring semester with an October 1 priority application deadline. Students applying after the deadline are evaluated on a space available basis.

Felony Implications

Note that licensing and certification agencies typically have regulations denying licensure or certification to anyone who has been convicted of a felony, most especially one which reflects an offense which would be a cause for disciplinary action if committed by one already holding the license. Please contact the licensing board in the state in which you plan to license for clarification of how a conviction may affect licensing. This clarification should be done before the application for admission to this program is submitted.

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

Early Priority Deadline:	March 1
Priority Deadline:	April 1

Admission 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.)
- Application and Application Fee
- Three Letters of Recommendation and Reference Forms
- Official Transcripts
- Autobiographical Statement
- Statement of Faith
- Statement of Purpose
- Resume/Curriculum Vitae
- No minimum GPA is required, but 3.0 is preferred

The Graduate Record Exam (GRE) is not required for admission into the graduate program and is not considered in evaluating applications.

Prerequisites

Required prerequisite courses:

- Introduction to Statistics
- Psychopathology or Abnormal Psychology
- Developmental Psychology or Human Development
- New Testament Survey or Old Testament Survey

Recommended prerequisite courses:

- Counseling Theories (preferred), Clinical Psychology or Clinical Sociology
- Personality Theories
- 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) semester 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 prior to admission. This transfer policy applies only to students in Regular Standing at the time of their admission.

ACADEMIC POLICIES

Registration

Registration dates are specified on the calendar at the beginning of this catalog. 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 Services Office. Late fees may be charged to students who do not complete the registration process prior to the published deadlines.

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.

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. The University reserves the right to refuse late registrations.

Students may not receive credit for concurrently enrollment at any other institution without prior approval by the Program Director. Further, the University reserves the right to cancel any scheduled course that has inadequate enrollment.

Class Schedule Changes

Students are responsible for the classes selected at registration. Changes may be made online during designated Online Registration time periods, and thereafter only by contacting the department and/or filing of an add/drop form in the Office of the Registrar. 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.

A class dropped during the first four full weeks of a semester 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 "WF" unless the professor, aware of extenuating circumstances beyond the control of the student, is willing to grant a "WP"; 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 and the Director.

For those courses that are offered on an unusual calendar, withdrawals received in the Office of the Registrar 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 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 prior to the last class hour session will receive a grade of "WF" unless the professor, aware of extenuating circumstances beyond the control of the student, is willing to grant a "WP."

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. 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 nine (9) units 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 faculty advisor 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.

Probationary Standing

Students are placed in Probationary Standing for academic and/or for professional/clinical reasons. Students may be in Probationary Standing for one semester only. If after one semester of Probationary Standing the student is not able to regain Regular Standing they may be dismissed from the graduate program. Students with Probationary Standing should meet with their faculty advisor regularly through the probationary semester.

Probationary Standing students must complete a Change of Status form requesting Regular Standing prior to the beginning of the semester they are seeking Regular Standing. It is the responsibility of the student to complete all required paperwork.

Academic Probation

Students admitted to the graduate program with Regular Standing who later receive a cumulative or current grade point average below 3.0 will be changed to Probationary Standing. Students with such standing must obtain both a cumulative and current grade point average of 3.0 or greater the following semester. If after one semester of Probationary Standing the student is not able to obtain a grade point average of "B" or better (3.0) they may be dismissed from the graduate program. The likelihood of dismissal significantly increases if the student has received one or more grades of "C" or below.

Professional/Clinical Probation

Students admitted to the graduate program with Regular Standing, who later do not maintain satisfactory clinical or professional performance in departmental or practicum related activities may be placed on Probationary Standing. The student must meet with their advisor to discuss the requirements necessary to achieve satisfactory clinical performance and to regain Regular Standing. For more information please see "Continuation in Program" in "Program Policies." If satisfactory clinical performance cannot be achieved the student may be dismissed from the program.

International Standing

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, health insurance and fees 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 Program in Clinical Psychology 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 550 is normally expected on the written version and a minimum score of 79 is normally expected for the internet based version. 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.

Classification and Financial Aid

Regular Standing students may be eligible for full institutional or federal aid. Provisional and Probationary Standing students may be eligible for partial federal aid.

Veterans Benefits

Vanguard University of Southern California is approved for training of veterans and eligible persons under the provisions of Title 38, United States Code.

Upon acceptance into the University, individuals eligible for veterans benefits may apply for benefits through the Office of the Registrar. The veteran 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. Veterans accepted into the College or School for Professional Studies will be awarded one physical education unit (to a maximum of 8 units) for every six months of active service completed, provided that an honorable discharge was received. The Office of the Registrar on an individual basis grants an additional credit.

Students receiving Veterans benefits will be put on Probation if their cumulative GPA drops below the graduation requirement for the program being attended as outlined below.

2.00 (“C” average) The College
2.00 (“C” average) The School for Professional Studies
2.67 (“B-“ average) M.T.S. degree in the Graduate Programs in Religion
3.00 (“B” average) M.A. or M.S. degree in the Graduate programs

Probationary status will continue until the student has raised his/her cumulative GPA to the minimum requirement. An individual will have his/her veterans benefits terminated if he/she remains on Probation for two consecutive semesters.

Grading System

Grade	Significance	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	Unsatisfactory	2.00
C-	Unsatisfactory	1.67
D+	Unsatisfactory	1.33
D	Unsatisfactory	1.00
D-	Unsatisfactory	0.67
F	Failing	0.00
P	Passing	Not Applicable
W	Withdrawal	Not Applicable
WP	Withdrawal Passing	Not Applicable
WF	Withdrawal Failing	0.00
CR	Unit	Not Applicable
INC	Incomplete	Not Applicable
CE	Continuous Enrollment	Not Applicable

A grade point is a numerical value assigned to a letter grade. Each unit of a grade of "A" is assigned four (4) grade points. Each unit of a grade of "B" is assigned three (3) grade points, et cetera. Thus, for example, a three unit 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 on the basis of courses completed at VU.

Incomplete Work

Incomplete Policy: Student initiates request. If approved, faculty specifies requirements and student and faculty together sign petition on bottom. This document is turned in with the course grade. An incomplete grade is granted only for such circumstances as major personal or family crisis. Unacceptable reasons

include: course load too heavy, previous incompletes, regular job or ministry responsibilities, English problems, computer problems, etc.

All incomplete work is due 90 days from the last day of that semester. (Fall semester must be submitted by the 2nd Friday of the following March, and all incomplete work from the Spring semester must be submitted by the 1st Friday of August.) Failure to complete and submit on time the required work will result in a permanent grade commensurate with the completed work at that point.

Grade Requirements

Since graduate courses generally require more time than undergraduate courses, students should enroll for a reasonable course load for each semester. Students in the Master of Science Degree program must maintain a cumulative grade point average of at least "B" (3.0) throughout the program. Failure to do so will result in being either placed on Probationary Standing or dismissed from the program.

Any grade below "B-" is below minimal performance in the program and indicates that improvement is required in order to complete the M.S. degree. Students who receive a 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 second course grade that is below a "B-" may result in dismissal from the program. No more than one grade of "C+" may be applied toward the Master of Science in Clinical Psychology degree. Grades of "C" and below cannot be used toward the Master of Science degree except by repeating the course with a satisfactory grade.

Continuation in the Program

In addition to meeting academic standards for graduation, students are expected to meet generally accepted behavioral criteria for a mental health professional. Relevant areas include, but are not limited to, following appropriate ethical-legal standards, demonstrating reasonable maturity in professional interpersonal contacts, and remaining relatively free of personal-emotional behaviors that could constitute a potential threat to the welfare of the public to be served. If a situation of concern arises in regards to these issues either in departmental or practicum related activities, the student will meet with the Program Director, Director of Clinical Training and the student's advisor to discuss the student's status in the program.

As a condition of the student's continuation in the program the department has the option to require the student to address these issues through personal therapy. The student may see a licensed or license-eligible Psychologist, Marriage and Family Therapist, Clinical Social Worker or Psychiatrist. Upon agreement by the Director, Director of Clinical Training, the student's advisor and the student other options such as coaching, spiritual direction, and tutoring may be considered.

Students are required to demonstrate increasing competence and professional skill as well as compliance with ethical standards and legal mandates throughout clinical training. Progression in the program is granted based partly on satisfactory performance in clinical training. If satisfactory performance is not maintained students may be placed on Professional/Clinical Probation or dismissed from the program. In order to assess performance, evaluations of clinical activity may be obtained from clinical sites, professors, and others involved with the student's clinical training, and will be reviewed by the Director of Clinical Training. If in the opinion of the Director of Clinical Training, evaluations indicate that a student's clinical and/or professional activities have exposed, are exposing, or indicate future likelihood of exposing one or more clients to significant risk of harm, the student will immediately be dismissed from the program. When dismissal is considered, reasonable efforts will be made to obtain evaluations from clinical sites and to include those evaluations in the decision process. The student retains all rights of and access to appeal processes.

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 Program Office. Throughout the leave of absence the student may be required to register for PSYG 799: Continuing Registration. 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 program must arrange a conference with the Program Coordinator. If a student finds it necessary to withdraw from the 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 Office of the Registrar. 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 Information sub-section of the Graduate Programs, General Information section) will be observed in cases of official withdrawal from the Graduate Program in Clinical 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, being dismissed 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 Clinical Psychology due to voluntary Leave of Absence or Withdrawal for less than two years must submit an Application for Re-admission to the Graduate Program in Clinical Psychology. Students who have been absent for more than two years must repeat the application process with Graduate Admissions.

A person who has been dismissed from the program may reapply to the program a minimum of two years after dismissal. The applicant must repeat the admissions process with Graduate Admissions. An additional letter must be included with the application, which 1) addresses the causes for dismissal, 2) states the reasons for requesting re-admittance, and 3) includes any other information deemed relevant by the applicant. Additional information or documentation may be required if applicable. The application will be considered with the regular admissions pool.

PROGRAM POLICIES

Advising and Mentoring

Graduate students are assigned a faculty advisor who will assist them throughout their time in the program in academic, clinical and professional aspects of their education and serve as chair for Advancement to Candidacy and Exit Project committees. The academic advising process, which is done in conjunction with the Director, Program Office, and faculty advisor, will assist the student in the planning of academic curriculum. The mentoring process is highly valued and the mentoring relationship between students and faculty/staff is encouraged. 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.

Student Load

Full-time. A full-time academic load at the graduate level is nine (9) unit hours or more per semester, pending specific program requirements. Students may not enroll for more than fifteen (15) unit hours in a regular semester without the approval of the Director of the Graduate Program in Clinical Psychology.

Part-time. Part-time schedules are available. A student's academic load may vary according to their specific progress and standing in the program. The Director may allow deviations to the anticipated unit load in consideration of specific needs of a student.

Personal Disclosure

Looking at one's personal information, history and relationships is an integral part of clinical training. Some disclosure of such information is required in the admission process, course work and/or other program related activities. The faculty and staff respect that process and will strive to keep such information confidential.

Personal Therapy

It is anticipated that personal issues will arise for students in a graduate program in psychology and that it is of utmost importance for a future therapist to have been

engaged in the therapeutic process as a client. Therefore, students are required to be involved in personal therapy concurrent with their course work. Prior to graduation students must complete 30 sessions of individual therapy and/or group therapy.

- Therapists must be licensed as a Psychologist, Marriage and Family Therapist, or Clinical Social Worker.
- Only psychotherapy groups fulfill this requirement. Groups created for the purpose of being a psycho-educational, marriage/pre-marital, support group, 12 step programs, or other non-psychotherapy formats will not be accepted. If you have questions about the acceptability of a specific group, the program will be happy to assess the group prior to you beginning sessions and, if it meets the requirements, will give approval.
- Individual sessions are to be at least 45 minutes in length; group therapy sessions are to be at least 90 minutes in length.
- Personal therapy requirement will be considered to be fulfilled when the student submits completed and signed Personal Therapy Record form(s) which indicate the required number of therapy hours have been completed.
- Therapy requirement may be fulfilled through multiple therapists.
- Therapy sessions must be accrued concurrent with enrollment in the program.
- Professors and other professionals involved with the graduate psychology program may not provide therapy for students.

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 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 course work has been completed or by permission of the committee.

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 advance. Forms for this purpose are available in the Program Office.
- Achieve a cumulative grade point average of 3.0 or higher on all graduate course work required for the degree, with no more than one “C+” grade.
- Be recommended for advancement by their faculty advisor.

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.

Exit Project

In order to fulfill graduation requirements a student must successfully complete an exit project consisting of a case presentation. The Comprehensive Clinical Seminar course, along with the Program Director and/or student’s faculty advisor, will provide specific information about the project. Completion of the Comprehensive Clinical Seminar course will be during the semester in which the student intends to graduate. Under special circumstances other options for the project may be available with the approval of the Program Director.

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 Director of the Graduate Program in Clinical Psychology.

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 54 semester units in Graduate Psychology with a minimum cumulative grade point average of "B" (3.0), and with no more than one (1) course grade of "C+" counting toward the degree.
2. A minimum residence of four academic semesters.
3. Successful completion of a minimum of 150 client contact hours at approved practicum placements.
4. Advanced to Candidacy.
5. Completion of Exit Project.
6. Completion of personal therapy requirement.
7. The filing of all necessary forms in accordance with the timetable provided by the Graduate Program in Clinical Psychology.
8. 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.
9. Settlement of all financial obligations to Vanguard University.

If all coursework has been completed and graduation is pending completion of client hours, workshops, and/or Exit Project, the student may be required to register for PSYG 799: Continuing Registration until all graduation requirements have been met.

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.

TUITION SCHOLARSHIPS

Grad Academic Scholarship

Available to graduate students who are enrolled at least half time demonstrating a 3.0 or higher GPA. GPA's must be maintained for renewal. Students not maintaining their GPA will have their academic award lowered to the appropriate level; however, higher academic awards may not be earned. If the Cumulative GPA is below all academic categories, the student will no longer be eligible for an academic award in subsequent years.

Grad Vanguard Need Grant

Graduate students who are enrolled at least half-time demonstrating exceptional financial need may qualify for need-based assistance from the university. Students applying by the March 2 deadline are guaranteed their Vanguard Need Grant. Students applying after the deadline are given consideration as funds are available.

Director's Assistantship

Teaching, Research and Program Assistantships are available with priority given to second year students. Students must apply through the Graduate Psychology Office.

GRADUATE PSYCHOLOGY SERVICES

The Graduate Program in Clinical Psychology is housed in a facility designed exclusively for our graduate students and with graduate learning in mind. The building includes offices for the program administrative staff and faculty; comfortable classrooms appropriate for adult learners; state of the art child play therapy training room; adult therapy training room; live supervision rooms; a computer lab; and a student lounge.

Resources that are maintained within our facility and are available exclusively to our students include psychological assessment tools, videos, and a collection of psychology and counseling references including books and journals.

GRADUATION COURSE REQUIREMENTS

Course Requirements		**54 units**
PSYG 601	Clinical Foundations of Psychotherapy I	3 units
PSYG 602	Advanced Human Development	3 units
PSYG 603	Advanced Psychopathology	3 units
PSYG 604	Ethical and Legal Issues	3 units
PSYG 605	Family Therapy	3 units
PSYG 608	Statistics and Research Design	3 units
PSYG 609	Clinical Psychotherapy I: Psychodynamic	3 units
PYPD 0609	Clinical Case Conceptualization I	Credit/Fail
PSYG 612	Mind, Body and Spirit	3 units
PSYG 615	Psychotherapy with Children and Adolescents	3 units
PSYG 670	Special Topics	1 unit
PSYG 704	Addictive Behaviors	3 units
PSYG 707	Premarital and Marital Therapy	3 units
PSYG 708	Clinical Psychotherapy II: Cognitive-Behavioral	3 units
PYPD 0708	Clinical Case Conceptualization II	Credit/Fail
PSYG 709	Clinical Psychotherapy III: Group Therapy	3 units
PYPD 0709	Clinical Case Conceptualization III	Credit/Fail
PSYG 710	Psychotherapy and Cultural Diversity	3 units
PSYG 720	Clinical Psychopharmacology	2 units
PSYG 725	Psychological Testing and Measurement	3 units
PSYG 755	Professional, Ethical, and Clinical Issues	3 units
PSYG 765	Comprehensive Clinical Seminar	3 units

Workshop Requirements

PYPD 1000	Child Abuse and Maltreatment Workshop	Credit/Fail
PYPD 1005	Spousal and Partner Abuse Workshop	Credit/Fail
PYPD 1010	Human Sexuality Workshop	Credit/Fail
PYPD 1015	Aging and Long Term Care Workshop	Credit/Fail

If all coursework has been completed and graduation is pending completion of client hours, workshops, and/or Exit Project, the student may be required to register for PSYG 799: Continuing Registration until all graduation requirements have been met.

SAMPLE CURRICULUM SCHEDULES

Full-time; 4 Semester Track

First Year

FALL SEMESTER	15 UNITS	SPRING SEMESTER	12 UNITS
Clinical Foundations/Psychotherapy I	3	Family Therapy	3
Advanced Human Development	3	Psychotherapy/ Child & Adol.	3
Advanced Psychopathology	3	Clinical Psychotherapy I: Dynmic	3
Ethical and Legal Issues	3	Statistics and Research Design	3
Mind, Body and Spirit	3	Clinical Case Conceptualization I	
Spousal and Partner Abuse Workshop		Child Abuse & Maltreatment Wrkshp	

Second Year

FALL SEMESTER	14 UNITS	SPRING SEMESTER	13 UNITS
Clinical Psychotherapy II: CogB	3	Special Topic (diff. each semester)	1
Premarital and Marital Therapy	3	Addictive Behaviors	3
Psychotherapy and Cultural Diversity	3	Clinical Psychotherapy III: Group	3
Psychological Testing & Measure.	3	Prof., Ethical, & Clinical Issues	3
Clinical Psychopharmacology	2	Comprehensive Clinical Sem.	3
Clinical Case Conceptualization II		Clinical Case Conceptualization III	
Human Sexuality Workshop		Aging and Long Term Care Wrkshp	

Part-time; 6 Semester Track

First Year

FALL SEMESTER	9 UNITS	SPRING SEMESTER	9 UNITS
Clinical Foundations/Psychotherapy I	3	Family Therapy	3
Advanced Psychopathology	3	Psychotherapy/Child & Adol.	3
Ethical and Legal Issues	3	Statistics and Research Design	3
Spousal and Partner Abuse Workshop		Child Abuse & Maltreatment Wrkshp	

Second Year

FALL SEMESTER	9 UNITS	SPRING SEMESTER	9 UNITS
Advanced Human Development	3	Clinical Psychotherapy I: Dynmic	3
Premarital and Marital Therapy	3	Mind, Body and Spirit	3
Clinical Psychopharmacology	2	Addictive Behaviors	3
Special Topic (changes each semester)	1	Clinical Case Conceptualization I	
Human Sexuality Workshop			

Third Year

FALL SEMESTER	9 UNITS	SPRING SEMESTER	8 UNITS
Clinical Psychotherapy II: CogB	3	Clinical Psychotherapy III: Group	3
Psychotherapy and Cultural Diversity	3	Prof., Ethical, &Clinical Issues	3
Psychological Testing and Measure.	3	Comprehensive Clinical Sem.	3
Clinical Case Conceptualization II		Clinical Case Conceptualization III	
		Aging and Long Term Care Wrkshp	

CLINICAL PSYCHOLOGY COURSES

PSYG 503 • Alcohol and Substance Abuse (1 unit)

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 590 • Seminar (1-3 units)

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

PSYG 601 • Clinical Foundations of Psychotherapy I (3 units)

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. Course includes supervised clinical experience. The clinical component will be used in assessing eligibility for trainee status.

PSYG 602 • Advanced Human Development (3 units)

An in-depth exploration of human development through the biological, behavioral, socio-cultural, cognitive, and spiritual perspectives in a life span approach with an emphasis on attachment and clinical application.

PSYG 603 • Advanced Psychopathology (3 units)

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 • Ethical and Legal Issues (3 units)

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 • Family Therapy (3 units)

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 608 • Statistics and Research Design (3 units)

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 • Clinical Psychotherapy I: Psychodynamic (3 units)
Prerequisites: PSYG 601, PSYG 603, PSYG 604, and an additional (3 units) from any course(s) in the Graduate Program in Clinical Psychology. Development of clinical skills through academic classroom instruction and interactions, experiential learning, and supervised clinical experience. Content and goals include: establish basic therapy skills, case conceptualization, treatment planning, report writing, increased understanding of modalities, and case supervision/liaison with placement sites. Emphasis on psychodynamic modality. Concurrent registration in PYPD 0609 and field placement is required for this course.

PYPD 0609 • Clinical Case Conceptualization I
In-depth processing of clinical casework with emphasis on case conceptualization, etiology, diagnosing both theoretically and according to the DSM, treatment planning and prognosis. Additional topics related to case management may be included. To be taken concurrently with PSYG 609. Credit/Fail.

PSYG 611 • Clinical Foundations of Psychotherapy II (2-3 units)
Prerequisite: PSYG 601. Continued development of basic clinical skills with an emphasis on facilitating the capacity for empathic listening, reflection, and skills necessary for building, monitoring, and maintaining a therapeutic alliance. These credits do not count toward degree requirements.

PSYG 612 • Mind, Body and Spirit (2-3 units)
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 615 • Psychotherapy with Children and Adolescents (3 units)
Prerequisites: PSYG 601, PSYG 603, and PSYG 604, or consent of the instructor. 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 620 • Clinical and Professional Development (1-3 units)
This class focuses on continued training of clinical skills, psychopathology, diagnoses, legal and ethical issues, report writing, treatment planning, and case conceptualization. These credits do not count toward degree requirements.

PSYG 650 • Teaching Assistantship (1-4 units)
Open to students with the approval of the instructor and director. Regular hours each week for classes and/or meetings are established at the beginning of the semester. The student assists an instructor in planning and conducting a course. These credits do not count toward degree requirements.

PSYG 655 • Research Assistantship (1-4 units)
Open to students with the approval of the instructor and director. Regular hours each week for classes and/or meetings are established at the beginning of the semester. The student carries out supervised research activities. These credits do not count toward degree requirements.

PSYG 670 • Special Topics (1-3 units)
Prerequisite: Consent of the instructor. Study of a special topic in psychology. May be repeated for credit.

PSYG 704 • Addictive Behaviors (3 units)
Current theoretical and clinical approaches to the etiology, diagnosis and treatment of addictive behaviors will be explored. Alcohol and substance abuse is emphasized, and the class also covers a range of addictive behaviors including sexual addictions and eating disorders.

PSYG 707 • Premarital and Marital Therapy (3 units)
Survey of theories of premarital and marital therapy. Areas covered include attraction theories, couple and marital assessment, and therapeutic interventions.

PSYG 708 • Clinical Psychotherapy II: Cognitive-Behavioral (3 units)
Prerequisite: PSYG 609. Development of advanced clinical skills through academic classroom instruction and interactions, experiential learning, and supervised clinical experience. Content and goals include: continued work on

report writing, case conceptualization, treatment planning, knowledge of modalities, and case supervision/liaison with placement sites. Emphasis on cognitive-behavioral modality. Concurrent registration in PYPD 0708 and field placement is required for this course.

PYPD 0708 • Clinical Case Conceptualization: II
In-depth processing of clinical casework with emphasis on case conceptualization, etiology, diagnosing both theoretically and according to the DSM, treatment planning and prognosis. Additional topics related to case management may be included. To be taken concurrently with PSYG 708. Credit/Fail.

PSYG 709 • Clinical Psychotherapy III: Group Therapy (3 units)
Prerequisite: PSYG 708. Continued development of advanced theoretical knowledge and clinical skills through experiential learning, and supervised clinical experience. Content and goals include: case supervision/liaison with placements, special topics as applicable to meet the needs of the students, transition modality knowledge to clinical application, and continued work on report writing, case conceptualization, and treatment planning. Emphasis on group therapy. Concurrent registration in PYPD 0709 and field placement is required for this course.

PYPD 0709 • Clinical Case Conceptualization: III
In-depth processing of clinical casework with emphasis on case conceptualization, etiology, diagnosing both theoretically and according to the DSM, treatment planning and prognosis. Additional topics related to case management may be included. To be taken concurrently with PSYG 709. Credit/Fail.

PSYG 710 • Psychotherapy and Cultural Diversity (3 units)
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 720 • Clinical Psychopharmacology (2 units)
Prerequisites: PSYG 601, PSYG 603, and PSYG 604. Covers the essentials of clinical psychopharmacology, which are tied directly with the treatment protocols for the spectrum of Axis I and II conditions as described in the DSM.

PSYG 725 • Psychological Testing and Measurement (3 units)
Prerequisite: PSYG 608 and 609. 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 730 • Applied Methods and Analysis of Research (1-3 units)
This class applies knowledge of research design and statistics to psychosocial research. Actual research will be designed and carried out. These credits do not count toward degree requirements.

PSYG 755 • Professional, Ethical, and Clinical Issues (3 units)
Prerequisite: Advanced to Candidacy. 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 760 • Exit Project I (1 unit)
Prerequisite: Advanced to Candidacy. Exploration of different exit project options and explanation of the necessary process for each. Student begins preparation on project.

PSYG 762 • Exit Project II: Oral Examination (3 units)
Prerequisites: PSYG 708, PSYG 760, and approval of faculty committee. 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 764 • Exit Project II: Thesis (3 units)
Prerequisites: PSYG 708, PSYG 760, and approval of faculty committee. 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 765 • Comprehensive Clinical Seminar (2-3 units)
Prerequisite: PSYG 708. This class will assist the student in the synthesis of knowledge gained over the span of the graduate program including ethical and legal issues, psychopathology, counseling modality, clinical skills and professional development. Concurrent field placement is required for this course.

PSYG 799 • Continuing Registration (1-4 units)
May be required for each semester in which the student is not enrolled in any program coursework. May be required until all graduation requirements have been met. Credit does not count toward Master's degree requirements. PSYG 799 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).

WORKSHOP DESCRIPTIONS

PYPD 1000 • Child Abuse and Maltreatment Workshop
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.

PYPD 1005 • Spousal and Partner Abuse Workshop
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.

PYPD 1010 • Human Sexuality Workshop
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.

PYPD 1015 • Aging and Long Term Care Workshop
Application of current research of the biological, social, and psychological aspects of aging. Emphasis upon management of dementia, issues of care giving, current treatment options, family support issues, and quality of life.

GRADUATE PROGRAMS IN RELIGION

Richard Israel, Ph.D., Director

MISSION: The mission of each Graduate Program in Religion is to fulfill the mission of the Department of Religion by providing a graduate level education that comprises "… a covenantal learning community within the academy that fosters the passionate teaching and learning of scriptures, theology, spirituality and leadership for the purpose of transforming individuals, relationships and communities around the globe."

Abbreviations used in this Section:

GPR — Graduate Programs in Religion
OGPR — Office of Graduate Programs in Religion
M.A.L.S. — Master of Arts in Leadership Studies
M.T.S. — Master of Theological Studies

History of the Program

For almost 80 years, Vanguard University of Southern California has been a leader in educational innovation within its denomination, and in fulfilling its founders' vision of training men and women for Christian ministry. From the very beginning, the program in religion has played a central role in the fulfillment of that mission. Our commitment to excellent theological education is rooted in that long legacy.

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 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.

SUMMARY OF ACADEMIC PROGRAMS

The Graduate Programs in Religion offers the following graduate degrees:

Master of Arts in Leadership Studies (M.A.L.S.)

The M.A.L.S. is an academic degree that emphasizes research competencies in the field of leadership studies. Admission requirements include a bachelor's degree in any field from a regionally accredited institution

Because of its unique emphasis on the social sciences, contemporary discussions of issues in Christian leadership, and the field of leadership studies generally, students often choose this degree as preparation for leadership in a variety of contexts, including congregational ministry, ministry in para-church settings, in missions, or in other contexts of leadership in Christian organizations. Other students find that the rigorous emphasis on research methodology is good preparation for doctoral level research in the field of leadership studies.

Depending upon which exit option a student selects, this program requires 39 units of study, 13 courses, comprehensive examinations, and either a Directed Reading or an Integrative Seminar.

Master of Theological Studies (M.T.S.)

The M.T.S. emphasizes professional competencies, and is designed for students who have limited undergraduate preparation in religious studies. The curriculum covers a range of theological disciplines, including biblical studies, theological studies, and leadership studies.

Many students are attracted by the unusual flexibility of this degree, which can be tailored to meet a variety of professional or educational interests.

This program requires 48 units of study, 16 courses, and the Integrative Seminar. A student taking 9 units a semester can complete the program in 6 semesters (2 years including Summer Semesters).

APPLICATION INFORMATION

Application forms and further information about Graduate School admission can be obtained from Graduate Admissions office:

- Phone: (800) 722-6279 or (714) 966-5471
- Email: gradadmissions@vanguard.edu
- To apply for admission go to: www.vanguard.edu/gradadmissions

Application Calendar

While Vanguard accepts applications on a rolling basis, all applicants are encouraged to make application in accordance with the following dates.

Fall Semester Admission	April
Spring Semester Admission	October
Summer Session Admission	March

ACADEMIC POLICIES

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 degree-seeking students who have their B.A. degree, but enter the program with academic deficiencies: They may lack some of the prerequisite undergraduate courses, their entering GPA is deficient, or their B.A. degree is from a non-regionally accredited institution.

M.T.S and M.A.L.S. students accepted with provisional standing must complete the first 12 units of graduate level courses with grades of "B" (MALS) and "B-" (MTS) or above before receiving further consideration for regular standing in the GPR.

Students who qualify to move from provisional to regular standing should contact the OGPR.

Student-at-Large Standing

Students who have earned a B.A. degree but who do not plan to earn the Master's degree may be granted special standing in the GPR. Students-at-Large may apply to the Graduate Admission Office for provisional standing in the degree program of their choice by completing the Student –at-Large application. However, the University and the OGPR are not obligated to accept a student with special standing into regular degree standing..

Students who are currently in the senior year of their undergraduate studies and within 18 units of completing their Bachelor's degree program (including the VU general education religion requirements) may be granted Student-at-Large admission. Such students may enroll simultaneously in undergraduate and graduate coursework while completing the requirements for the Bachelor's degree. When the Bachelor's degree is complete, students may apply for full admission into the Graduate Program. A maximum of sixteen (16) credit hours of graduate coursework may be applied toward the Master's degree requirements.
Students whose applications are in the process of approval may be allowed to matriculate temporarily as Students-at-Large. A maximum of two (2) courses taken in this way may be applied to the requirements of an academic degree.

An application form is available from the Graduate Admission Office for students applying for student-at-large standing.

Auditor Standing

Auditor standing 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 Graduate Admission Office. Students who take audit courses exclusively and who are not enrolled in the degree program, will complete the application form. Audit students are welcome in any available course.

- Audited course are recorded on the student's transcript.
- Auditing Fee - The fee for auditing courses is one-half the rate of regular tuition.

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, health insurance and fees 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.

In rare cases, international students may have difficulty obtaining documentation for their previous academic work. These students may be admitted to the program with the understanding that they cannot advance to candidacy until the proper documentation is either obtained or formally waived by action of the admissions committee.

All students need to be fluent in English to follow course lectures and complete their written assignments. The Graduate Admission Office 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 550 is normally expected on the written version and a minimum score of 79 is normally expected for the internet based version. 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 who have not mastered English but are granted admission may need to enroll in English and composition classes and employ (at prevailing rates) an editor to assist in the completion of their written work.

Scheduling Patterns

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 graduate courses are scheduled one evening per week, in 4 hour blocks for 8 weeks plus one Saturday for 8 hours. The Semester schedule allows for two modules of 8 week sessions (two courses). Other courses are 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 class. The faculty and staff can help evaluate individual students' ability to handle a full-time course load.

The typical academic year is structured as follows**:**

Fall Semester

The Fall semester is generally scheduled from the last week of August through the second week of December. Full-time status is a minimum of nine (9) units.

Spring Semester

The Spring semester is generally scheduled from mid-January to early May. Full-time status is a minimum of nine (9) units.

Summer Sessions

Summer sessions are generally scheduled from mid-May through mid-July and are divided into two modules of eight-week sessions which make earning six (6) units during the Summer semester possible.

Traditional Schedule

The traditional schedule is organized in two semesters annually, spring and fall, as well as in summer modules.

Cohort Scheduling

In cohort education, students move through their curriculum as a group, which enhances camaraderie in the classroom. Special ministry groups or cohorts use unique intensified schedule formats.

Intensives

Intensives are courses offered in compacted blocks of time. Sometimes intensives are scheduled on weekends, and sometimes in week-long blocks.

PROGRAM POLICIES

The following policies apply to all degrees offered in the Graduate Programs in Religion. Such policies govern the student's relationship to the University and to other students, and are intended to protect students against arbitrary or unfair treatment.

Appeal Procedures

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. Every effort will be made to resolve the discrepancy. If the student is not satisfied, any formal decision of the OGPR may be appealed to the Provost. The decision of the Provost is final.

Academic Load

A full-time academic load at the graduate level is nine (9) units or more per semester. Taking more than nine (9) units per semester will require permission from the OGPR.

Course Numbering System

In order to interface with the undergraduate program, academic credit at the graduate level is also measured in semester hours. M.A. students may enroll on any level. The course numbering system is as follows:

500 level = may also be taken by undergraduate students.
600 level = M.A. and M.T.S.
700 level = M.A. and M.T.S.

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. A third course grade that is below a "B-" may result in dismissal from the program. 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.

M.T.S. 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. Students who receive a second grade, which is below a "B-", will be required to meet with their academic advisor. A third course grade that is below a "C+" may result in dismissal from the program. 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

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 "Petition for Incomplete Grade in a Graduate Course" form from the OGPR and to contact with the course professor(s) as early as possible. Petitions are approved by the professor. The professor is under no obligation to assign an Incomplete grade.

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.

All incomplete work is due 90 days from the last day of that semester. (i.e., Fall semester must be submitted by the 2nd Friday of the following March, and all incomplete work from the Spring semester must be submitted by the 1st Friday of August.) Failure to complete and submit the required work on time will result in a permanent grade commensurate with the completed work at that point.

Incompletes in RELG coursework carry an alternate grade of "CE" (continued enrollment) and no credit is 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, he/she may still enroll in graduate classes. However, all deficiencies must be removed before completing twenty-four (24) units of graduate work, and before making application for Advancement to Candidacy.

Program Time Limits

All work for the Master's degrees will be completed within six (6) years for the M.A. degree and eight (8) years for the M.T.S. degree from the date of entrance as degree-seeking student.
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. Students who exceed both extension deadlines must repeat any credit-bearing courses (or appropriate alternative course work) that were completed eight (8) (M.A. program) or ten (10) (M.T.S. program) years earlier.

Adding or Dropping Courses

When circumstances necessitate changes in a course schedule, students are required to complete and file an Add/Drop form in the OGPR.

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 "WF" without mediation from the professor. At the discretion of the professor, a "WP" 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.

Intensive courses and weekend only courses should be dropped by the end of the first day of classes for intensives, and by the end of the first weekend for weekend seminars.

When one or more courses are added or dropped during a semester, a Request for Add/Drop form (available in the Registrar's Office and OGPR) must be submitted to the OGPR.

Withdrawal from the Program

Students contemplating withdrawal from the program must first have a conference with the Coordinator. If a student finds it necessary to withdraw 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 OGPR, complete the form, including the required signatures, and return the completed form to the OGPR. 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 GPR.

Leaves of Absence

Should personal matters prevent the student from taking any courses for one or two semesters, he or she must complete a Leave of Absence form to maintain active standing in the program, and to avoid the inconvenience of readmission. Leave of Absence forms are available in the OGPR. When returning from a leave of absence, the student must apply for re-entry to the program. A fee is charged for re-entry.

Even with one or more semesters on leave of absence, the limits (6 years for the M.A. degrees, 8 years for the M.T.S. degrees) still apply.

Re-admission to the Program

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 VU.

GRADUATION REQUIREMENTS

Overview: To complete a graduate degree program, students will need to complete the specified coursework and pass the comprehensive examinations (M.A. degree), 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 M.A. 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 M.A. 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 (M.A. only). The comprehensive examination is the second stage of the M.A. degree. It consists of two parts, each part having one or more essay questions. The time limit for each part is three hours. 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 required courses. 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.

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. If you plan to participate in the Commencement exercise in May, you would need to complete your comprehensive examination by the first Friday in March.

STEP TWO: Advancement to Candidacy

This important step applies to both M.A. 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. The student must have regular standing (rather than provisional), with all academic deficiencies resolved.
2. Apply for Advancement to Candidacy by the end of the first week of the Semester in which the student plans to Graduate. The Advancement to Candidacy form is available in the OGPR.

3. Achieve a cumulative grade point average of at least 3.0 (M.A.), 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 Office of the Registrar.
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. Note that all academic transcripts must be original, and must be accompanied by proper certification.

STEP THREE: Choose Exit Option

The final stage of the degree program is the exit option, which allows the candidate to develop specialized expertise in an area of interest related to the academic program.

M.A. students may complete the exit option in one of the following ways:

- Directed Reading. The directed reading option is an opportunity to explore a subject of interest. Often the scope of study is wider than that for the thesis. Research should be supported by at least 4,500 pages of scholarly reading, and the results are expressed by written critiques, oral or written examinations, annotated bibliographies, or other means that the student and faculty advisor have agreed on.
- Integrative Seminar. 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.

M.T.S. students complete the exit option through the Integrative Seminar:

- 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.

Guidelines for Thesis and Project Options (M.A./M.T.S.)

A thesis is an intensive study of a subject relevant to the student's concentration. The project options allow 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, 3. Bound and shelved in the reference section of the library (student pays for binding cost). The average size of a thesis is approximately 100 pages.

To Complete This Exit Option:

1. Register in the appropriate exit option design and proposal course after completing at least 20 units. RELG 790 is the course for those in Biblical Studies; RELG 791 is the course for those in Leadership Studies.
   - M.A.B.S. students should enroll in RELG 790 • Exit Option Design and Proposal: Biblical Studies (3 units)
   - M.A.L.S. students should enroll in RELG 791 • Exit Option Design and Proposal: Leadership Studies
   - M.T.S. and M.T.S.- for Hispanic Leaders who elect either the thesis or project exit option should enroll in either of the above courses, depending upon their research interests.
2. Select a topic. The research methodology professor and/or academic advisor should be consulted as needed.
3. Select a faculty committee chair and clarify the research topic in prospectus form (as instructed in the Exit Option Design and Proposal course).
4. Select a faculty committee in consultation with the committee chair. The committee must consist of at least three faculty members. In rare instances, students may request that scholars other than VU faculty be allowed to serve as readers on their thesis committee.
5. Complete the Advancement to Candidacy form and return it to the OGPR.
6. File a copy of the approved prospectus with the OGPR.
7. Register for appropriate exit option. Credit for the exit option is granted only after a successful defense.
   - Students who choose the thesis option should enroll in RELG 798 Masters Thesis (3 units)
   - Students who choose the project option should enroll in RELG 797 Masters Project (3 units)

8. Submit final draft of thesis/ to the GPR copy editor prior to submission to faculty committee. Please note:
    - It is best if you submit chapter drafts regularly to your chair and committee; do not write the entire thesis before your committee reviews your document!
    - The completed thesis must be submitted at least three months prior to defense date. Deadlines for Defending the Thesis/Project are available from the OGPR.
9. Defend the exit option when the committee agrees that it is complete enough to defend.
10. Finish the thesis in consultation with your committee chair and submit a bound copy to the OGPR to be shelved in the library.

Guidelines for Directed Reading Option (M.A. only)

In general, the directed reading option is an opportunity to explore a subject of interest. Research should be supported by at least 4,500 pages of scholarly reading, and the results are expressed by written critiques, oral or written examinations, annotated bibliographies, or other means that the student and faculty mentor have agreed on.

To complete this exit option:

1. Register in the appropriate exit option design and proposal course approximately half-way through the degree program.
    - M.A.L.S. students should enroll in RELG 791 • Exit Option Design and Proposal: Leadership Studies (3 units)
2. Select a topic. The exit option design and proposal professor and/or academic advisor should be consulted as needed.
3. Select Faculty Committee Chair and begin to describe the research topic in prospectus form (as instructed in the exit option design and proposal course).
4. Select one other faculty reader after consulting with the Chair.
5. Complete the Advancement to Candidacy form and return it to the OGPR.
6. File a copy of the approved prospectus with the OGPR.
7. Register for chosen exit option.
8. Submit the final draft of the synthesis paper to the Faculty reader and Chair. Deadlines for submission of the synthesis paper are available from the OGPR.
9. Complete the directed reading in consultation with the Chair, and file a copy of the final synthesis paper with the OGPR.

Guidelines for Integrative Seminar

The Integrative Seminar option is available to students who are enrolled in the M.T.S. and M.A.L.S. programs.

The Integrative Seminar is 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).

STEP FOUR: Application for Graduation

Students must file an application for graduation with the OGPR prior to the semester in which the degree will be granted, even if the student does not participate in the commencement ceremony. 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 (eight (8) years for M.A.; ten (10) years for M.T.S. degree).
3. Settle all financial obligations to the University.

Commencement

Consult the university calendar for the exact date and time.

Hooding Ceremony

This special Hooding Ceremony adds to the graduation experience by making it possible to focus on advanced degree candidates and their accomplishments. It allows graduate faculty and staff, family and friends a chance to witness the ceremonial hooding of the graduate student in a more intimate setting..

Continuing Registration

Students who require more than one semester to complete the exit option must register for RELG 799 • Continued Registration: Master's Study (1) unit until the exit option is complete. A tuition fee for one (1) unit is required to maintain active standing in the program, to protect the thesis/project topic, to have access to library privileges, and accessible consultation with faculty.

ACADEMIC PROGRAMS

Master of Arts in Leadership Studies (39 units)

The Master of Arts in Leadership Studies emphasizes disciplined research and theological reflection for the study of local and global church mission and leadership. This degree, based on a blend of theological reflection and the social sciences, is especially beneficial for church and religious organization leaders or graduate students who desire the enrichment of theological education.

Objectives

The objectives of this degree are to:

- Examine leadership through the inner life realities of character, call, passion and spirituality of the leader;
- Develop a theological framework for leadership, mission and culture, globalization, ethics, spirituality, and other leadership issues;
- Review highlights of the historical development and theoretical overview of leadership;
- Probe the spiritual dimensions of leadership that include spiritual formation, soul-care, and spiritual direction; and
- Learn a variety of research methods where participants formulate a problem statement, define terms, conduct a literature review, collect and analyze data, and arrive at a conclusion.

Admission Requirements for the M.A.L.S.

A student seeking the M.A. Degree in Leadership Studies must meet the following admission requirements:

1. Completion of a Bachelor's degree from a regionally accredited college or university.
   Exceptions: Applicants from an institution accredited by the Association for Biblical Higher Education, or from other institutions not accredited by a regional association, will be considered on an individual basis. If accepted, provisional standing will be applied. After completion of 12 units earning a grade of "B" or better in each course, the student may request transferring to regular standing.

   Students in the senior year of their Bachelor's degree can still apply. If admitted, provisional standing is granted while finishing their Bachelor's degree.
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 units of graduate level courses with grades of "B" or above before receiving further consideration for regular standing in the GPR.

Transfer Credit

M.A.L.S. students may transfer a maximum of nine (9) units 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 M.A. degree. No transfer credit can be granted for coursework used for a degree awarded by another institution. A minimum of 27 units at VU is required of all

students in the M.A. degree program, or 30 units if the directed reading exit option is chosen. All core courses must be taken at VU.

The Academic Program of the M.A.L.S.

The curriculum is composed of 12 required Leadership courses (36 units), the Exit Option of Integrative Seminar (3 units) or Directed Reading (3 units), bringing the program total to thirty nine (39) units. This program consists of six steps.

- Completion of Coursework
- Completion of Comprehensive Examination
- Advancement to Candidacy
- Completion of an Exit Option
- Application for Graduation
- Commencement

Core Course Requirements **12 units**

The required courses develop a theological and theoretical framework for understanding leadership, mission and culture, and ethics in order to reflect theologically on what it means to be in authentic community and to examine the impact of mission in the community. The research course provides practical opportunity for students to learn how to conduct inquiry through a variety of methods that will be used in coursework and in the final exit option.

CLSG 601	History of Spirituality	3 units
CLSG 606	Spiritual Formation	3 units
CLSG 607	Spiritual Direction	3 units
CLSG 622	Conflict Management and Team Building	3 units
CLSG 638	Leadership and Global Issues	3 units
CLSG 642	Soul Care of Others	3 units
CLSG 646	Leadership and Character Development	3 units
CLSG 710	Mission and Culture in Theological Perspective	3 units
CLSG 715	The Church and Contemporary Moral Issues	3 units
CLSG 720	Theology and Theory of Leadership	3 units
RELG 788	Research Methodology: Leadership Studies	3 units
RELG 791	Exit Option Design and Proposal	3 units

Master of Theological Studies (48 units)

Graduate students in this program benefit from a professional degree designed to prepare men and women for service in local church or para-church organizations. 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 local churches, mission agencies or para-church ministries. The courses in this program are designed to produce theological and research competencies in three major areas of study: Biblical Studies, Theological Studies, and Leadership Studies.

Objectives

The Biblical Studies objectives of the M.T.S. degree program focus on development of competency in the interpretation of Scripture. Students 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 mission.

The Theological Studies objectives are to investigate the relationship between theological and ethical reflection. Students 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
- Discuss the major theological loci in sensitivity to biblical revelation, doctrinal developments in history, and contemporary contextual challenges.

The Leadership Studies 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 is 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.

Admission Requirements for the M.T.S.

A student seeking the Master of Theological Studies Degree must meet the following admission requirements:

1. The completion of a Bachelor's degree from a regionally accredited college or university.

   Exceptions: Applicants from institutions that are accredited by the American Association of Bible Colleges, or from other institutions not accredited by a regional association, are considered on an individual basis. If accepted, provisional standing is applied. After completion of 12 units earning a grade of "B" or better in each course, the student may request transferring to regular standing.

   Students in the senior year of their Bachelor's degree can still apply. Such students may be admitted with provisional 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 standing is granted, requiring completion the first 12 units of graduate level courses with grades of "B" or above before receiving further consideration for regular standing in the GPR.

Transfer Credit

Students in the M.T.S. program may transfer a maximum of twelve (12) units 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 rest with the Registrar upon receipt of the recommendation of the Director. No course with a grade lower than "B-" (2.67) is 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 units at VU is required of all students in the M.T.S. degree program.

The Academic Program of the M.T.S.

This degree program requires 11 required courses (33 units), 4 elective courses (12 units) and the Exit Option Integrative Seminar (3 units) for a total degree program of 48 units.

This program consists of five steps.

- Completion of Coursework
- Advancement to Candidacy
- Completion of the Integrative Seminar
- Application for Graduation
- Commencement

Core Course Requirements **33 units**

These core courses embody specific, foundational readings, dialogue and research/writing instruction for each of the three areas of the degree. Students gain familiarity with the scope of each academic discipline enabling them to proceed with the second level of the program. These courses also 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 leadership which include sermon preparation, administration, pastoral care and counseling, intercultural and urban ministry, and spirituality.

CLSG 715	Church and Contemporary Moral Issues	3 units
CLSG 720	Theology and Theory of Leadership	3 units
CLSG 741	Biblical Exegesis and Expository Preaching	3 units
NTG 508	New Testament Exegesis	3 units
NTG 552	New Testament Theology	3 units
OTG 508	Old Testament Exegesis	3 units
OTG 640	Kingdom of God in the old Testament	3 units
THOG 508	Theological Studies	3 units
THOG 557	Historical Theology	3 units
THOG 640	Systematic Theology	3 units
THOG 645	Theology and Ministry in a Post-Modern Context	3 units

Elective Course Requirements and Exit Options **12 units**

The elective courses provide a broad base of interpretive skills in biblical interpretation, an understanding of Christian theology, and an introduction to the ministry and mission of the Christian church. The elective courses can be distributed between Biblical Studies, Theology and Leadership, or focused on any one of the three areas.

Biblical Studies Electives

Biblical Interpretation

BING 579	Biblical Hermeneutics	3 units
BING 615	Hermeneutical Issues in New Testament Interpretation	3 units

Old Testament

OTG 503	Beginning Hebrew I	4 units
OTG 504	Beginning Hebrew II	4 units
OTG 520	Apocalyptic Literature	3 units
OTG 546	Semitic Languages I	3 units
OTG 547	Semitic Languages II	3 units
OTG 566	Introduction to Judaism	3 units
OTG 570	Special Topics	3 units
OTG 574	Old Testament Ethics	3 units
OTG 582	Biblical Theology of Love, Sex, Marriage and Family	3 units
OTG 590	Seminar in Old Testament	3 units
OTG 635	Moral Issues in the Old Testament	3 units
OTG 680	Individual Study in Old Testament	3 units

New Testament

NTG 503	Beginning Greek I	4 units
NTG 504	Beginning Greek II	4 units
NTG 520	Apocalyptic Literature	3 units
NTG 525	New Testament Textual Criticism	3 units
NTG 555	New Testament Ethics	3 units
NTG 570	Special Topics	3 units
NTG 572	Synoptic Gospels	3 units
NTG 582	Biblical Theology of Love, Sex, Marriage and Family	3 units
NTG 590	Seminar in New Testament	3 units
NTG 680	Individual Study in New Testament	3 units

Theology, Ethics, Philosophy and Church History Electives

Biblical Theology

THOG 635	Moral Issues in the Old Testament	3 units

Biblical Ethics

THOG 555	New Testament Ethics	3 units
THOG 574	Old Testament Ethics	3 units

Theology and Ethics

THOG 535	Current Religious Trends	3 units
THOG 565	Christianity and Society	3 units
THOG 570	Special Topics	3 units
THOG 575	Contemporary Theological Ethics	3 units
THOG 590	Seminar in Theology and Ethics	3 units
THOG 680	Individual Study in Theology and Ethics	3 units

Philosophy

PHLG 530	Ethics	3 units
PHLG 537	Philosophical Theology	3 units

Church History

CHSG 532	History of Pentecostalism	3 units
CHSG 551	Renaissance and Reformation	3 units
CHSG 552	History of Christianity in America	3 units

Leadership and Management Electives

CLSG 538	Church Financial Management	3 units
CLSG 610	Appreciative Inquiry	3 units
CLSG 611	Leadership and the New Science	3 units
CLSG 623	Marketing in Christian Organizations	3 units
CLSG 624	Change and Strategic Planning	3 units
CLSG 625	Principles of Church Revitalization and Renewal	3 units
CLSG 632	Team Building and Conflict Management	3 units

Inter-Cultural Ministries Electives

CLSG 528	Contemporary Issues in Latin American Countries	3 units
CLSG 532	History of Pentecostalism	3 units
CLSG 534	Urban Ministries	3 units
CLSG 554	Principles and Methods of Inter-Cultural Ministry	3 units
CLSG 564	Religion and Culture in Latin America	3 units
CLSG 638	Leadership and Global Issues	3 units
CLSG 655	Theological Education in the Third World	3 units
CLSG 665	Leadership Development in Cultural Context	3 units

Pastoral Ministries Electives

Preaching

CLSG 627	New Forms of Preaching in a Postmodern World	3 units

Pastoral Care and Counseling

CLSG 635	Issues in Pastoral Leadership	3 units
CLSG 642	Soul Care of Others	3 units

Spirituality and Spiritual Formation

CLSG 521	Disciplines of the Spiritual Life	3 units
CLSG 646	Leadership and Character Development	3 units

Special Topics, Seminars, and Individual Study

CLSG 570	Special Topics	3 units
CLSG 590	Seminar in Christian Leadership Studies	3 units
CLSG 670	Special Topics	3 units
CLSG 680	Individual Studies	3 units
CLSG 690	Seminar in Christian Leadership Studies	3 units

BIBLICAL INTERPRETATION COURSE DESCRIPTIONS

500-Level Graduate Courses

BING 540 • New Testament Backgrounds (3 units)
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 576 • Old Testament Backgrounds (3 units)
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 (3 units) (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 (3 units)
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 COURSE DESCRIPTIONS

500-Level Graduate Courses

OTG 503 • Beginning Hebrew I (4 units) (M.T.S.)
An introduction to Hebrew grammar, vocabulary and syntax for the graduate student. Offered alternate years.

OTG 504 • Beginning Hebrew II (4 units) (M.T.S.)
A continuation of Beginning Hebrew I. Offered alternate years.

OTG 505 • Old Testament Life and Literature (3 units)
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 508 • Old Testament Exegesis (3 units)
This course is designed to acquaint the student with some of the methodological, cultural, literary and theological issues that facilitate and condition the study of the Old Testament and that will lay a foundation for further work in that field. The final project will be an exegesis of a passage of Old Testament scripture.

OTG/NTG 521 • Apocalyptic Literature (3 units)
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 units)
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 units)
A continuation of the particular language offered in Semitic Languages I. Offered as needed.

OTG 570 • Special Topics (3 units)
Study in a special topic in Old Testament.

OTG/THOG 572 • Old Testament Theology (3 units)
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 (3 units) (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/NTG/THOG 582 • Biblical Theology of Love, Sex, Marriage and Family (3 units) (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 (3 units) (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.

OTG 590 • Seminar in Old Testament (3 units) (M.T.S.)
Mutual investigation of one topic in Old Testament of particular relevance to graduate students in religion.

600-Level Graduate Only Courses

OTG 631 • Intermediate Hebrew I (3 units)
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 units)
A continuation of Intermediate Hebrew I. Offered alternate years.

OTG/THOG 635 • Moral Issues in the Old Testament (3 units) (M.T.S.)
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 640 • The Kingdom of God in the Old Testament (3 units) (M.T.S.)
This course will focus on the following aspects of kingdom theology in the Old Testament: The theology of the kingship of Yahweh; the theology of human kingship in ancient Israel as it was ideally conceived; the rise of the monarchy- the idealized Davidic kingship; the development of the monarchy as it actually materialized in Israel and in Judah and; the application of these theologies to life situations. Included will be a study of the theological values in the patriarchal journeys, together with the archeological backgrounds of the patriarchs; the contribution of genealogies; the competition from neighboring concepts of God and kingship, the people of Israel and their land.

OTG 670 • Special Topics (3 units) (M.A. or M.T.S.)
Study in a special topic in Old Testament.

OTG 680 • Individual Study in Old Testament (3 units) (M.A. or M.T.S.)
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 units may be applied toward the degree requirements.

OTG 690 • Seminar in Old Testament (3 units) (M.A. or M.T.S.)
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 units)
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 units)
Syntactical and exegetical analysis of selected portions from the Hebrew Old Testament. Offered as needed.

OTG 735 • Advanced Hebrew II (2 units)
A continuation of Advanced Hebrew I. Offered as needed.

OTG 740-742 • Old Testament Exegesis (3 units)
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—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 COURSE DESCRIPTIONS

500-Level Graduate Courses

NTG 503 • Beginning Greek I (4 units) (M.T.S.)
An introduction to Greek grammar, vocabulary and syntax for the graduate student. Offered alternate years.

NTG 504 • Beginning Greek II (4 units) (M.T.S.)
A continuation of Beginning Greek I.

NTG 505 • New Testament Life and Literature (3 units)
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 508 • New Testament Exegesis (3 units)
This course surveys the basic issues in the interpretation of the New Testament and the academic disciplines that have been developed to address them. As such, it constitutes a basic introduction to exegetical method. The final project will be an exegesis of a passage of New Testament Scripture.

NTG/OTG 521 • Apocalyptic Literature (3 units) (M.T.S.)
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 (3 units) (M.T.S.)
An applied study of the history, canons and goals of the text-critical method.

NTG 552 • New Testament Theology (3 units) (M.T.S.)
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 (3 units) (M.T.S.)
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 (3 units) (M.A. or M.T.S.)
Study in a special topic in New Testament.

NTG 572 • Synoptic Gospels (3 units) (M.T.S.)
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 (3 units) (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 (3 units) (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.

NTG 590 • Seminar in New Testament (3 units) (M.A. or M.T.S.)
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 units)
Further study of grammar and syntax, including extensive exegesis of selected Johannine and Pauline texts. Offered alternate years.

NTG 632 • Intermediate Greek II (3 units)
A continuation of Greek I. Offered alternate years.

NTG 670 • Special Topics (3 units) (M.A. or M.T.S.)
Study in a special topic in New Testament.

NTG 680 • Individual Study in New Testament (3 units) (M.A. or M.T.S.)
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 units may be applied toward the degree requirements.

NTG 690 • Seminar in New Testament (3 units) (M.A. or M.T.S.)
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 units)
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 730-733 • Seminar in New Testament Exegesis (3 units)
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 units)
Reading and exegesis of selected texts from the New Testament, Apostolic Fathers and the Septuagint. Offered on demand.

NTG 735 • Advanced Greek II (2 units)
A continuation of Advanced Greek I. Offered on demand.

THEOLOGY AND ETHICS COURSE DESCRIPTIONS

500-Level Graduate Courses

THOG 505 • Introduction to Theology and Ethics (3 units)
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 508 • Theological Studies (3 units)
This course is designed mainly to expose the student to the nature and task of theology, especially to the issue of theological method. Included in theological method will be how biblical themes are interpreted in light of tradition and social/cultural contexts. Also included will be an awareness of the major fields of theological study.

THOG 515 • Introduction to Narrative Theology (3 units)
A study of the implications of storytelling and narrative as a way of engaging in the theological task.

THOG 534 • Urban Ministry (3 units)
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 (3 units)
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 (3 units)
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 554 • Historical Theology I: Beginnings to the Reformation (3 units)
An investigation of the system of doctrine of the Christian faith taught in the church prior to the reformation, with attention to the lives of the framers of early Christian doctrine, in order to understand and assess the contributions they made.

THOG 556 • Historical Theology II: Reformation to Present (3 units)
This course is an exploration of the development of Christian theology and doctrine that began with the Reformation period of the sixteenth century and culminated at the close of the twentieth century. The development of theological themes during this modern period will be discussed against the background of major events in church history and will be evaluated in terms of its relevance for the current situation of the churches.

THOG 557 • Historical Theology (3 units)
An investigation of the system of doctrine of the Christian faith with attention to the lives of the framers of early Christian doctrine; exploration of the development of Christian theology and doctrine throughout the reformation period and the twentieth century. The development of theological themes during this modern period will be discussed against the background of major events in church history and will be evaluated in terms of its relevance for the current situation of the churches.

THOG/NTG 555 • New Testament Ethics (3 units)
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 (3 units)
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 (3 units)
Study in a special topic in theology and ethics.

THOG/OTG 572 • Old Testament Theology (3 units)
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 (3 units)
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.

THOG/OTG/NTG 582 • Biblical Theology of Love, Sex, Marriage and Family (3 units)
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.

THOG/OTG/NTG 586 • Biblical Theology of Power, Wealth and Prosperity (3 units)
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.

THOG 589 • C. S. Lewis Seminar II (3 units)
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 (3 units)
Mutual investigation of one topic in theology and ethics of particular relevance to graduate students in religion.

600-Level Graduate Courses

THOG 630 • Narrative Theology and Hermeneutics (3 units)
This course explores the implications of narrative as a way of engaging in the theological task. Particular attention is given to narrative biblical interpretation, theology, and preaching. In addition, students will become aware of the use of narrative in emerging theological voices in cultures outside the West (and minority cultures within the West), especially in Pentecostal contexts.

THOG/OTG 635 • Moral Issues in the Old Testament (3 units)
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 640 • Systematic Theology (3 units)
This course will introduce the student to the major loci of systematic theology, including such major topics as God, Christology, Pneumatology, Soteriology, Ecclesiology, and Eschatology. Each topic will be explored with the biblical witness, historical developments, and current issues in mind. The goal will be to provide the student with a broad basis for advanced graduate-level work in systematic theology.

THOG 645• Theology and Ministry in a Postmodern Context (3 units)
The cultural-linguistic turn, otherwise known as postmodernism, changes everything. This course aims to enable students to recognize the effect of post modernity on the twin tasks of doing theology and engaging in ministry. The goal will be to explore what it means to effectively contextualize the timeless message of God's work without accommodating it to the prevailing zeitgeist. Toward this end, students will evaluate various evangelical responses to postmodernism, explore what it means to do ministry in a missional rather than institutional manner, and examine the various ways in which evangelical churches have endeavored to reinvent themselves so as to minister effectively (make disciples, image the kingdom of God) in a postmodern, post-Chirstian context.

THOG 670 • Special Topics (3 units)
Study in a special topic in theology and ethics.

THOG 680 • Individual Study (3 units)
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 units may be applied toward the degree requirements.

THOG 690 • Seminar in Theology and Ethics (3 units)
Mutual investigation of one topic of particular relevance to graduate students in theology and ethics.

PHILOSOPHY COURSE DESCRIPTIONS

500-Level Graduate Courses

PHLG 530 • Ethics (3 units)
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 (3 units)
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 COURSE DESCRIPTIONS

500-Level Graduate Courses

CHSG 532 • History of Pentecostalism (3 units)
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 (3 units)
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 (3 units)
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.

LEADERSHIP STUDIES COURSE DESCRIPTIONS

500-Level Graduate Courses

CLSG 504 • Introduction to Christian Leadership Studies (3 units)
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 508 • Foundations for Leadership Studies (3 units)
This course examines the context of practical theology with a focus on integrating spirituality with leadership roles in ministry. Students will also review selected sources and methods that pertain to the study and practice of leadership.

CLSG 519 • Critical Thinking and Writing for Ministers (3 units)
This course will expose the student to the art of critical thinking, including how to analyze and evaluate a text or an argument. Students will also gain an awareness of how to structure a paper and how to write effectively.

CLSG 521 • Disciplines of the Spiritual Life (3 units)
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 (3 units)
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 (3 units)
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 (3 units)
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 (3 units)
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 (3 units)
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 (3 units)
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 (3 units)
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 (3 units)
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 (3 units)
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 (3 units)
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 564 • Religion and Culture in Latin America (3 units)
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 (3 units) (M.A. or M.T.S.)
Study in a special topic in leadership studies.

CLSG 590 • Seminar in Leadership Studies (3 units)
Mutual investigation of one topic in practice of particular relevance to graduate students in leadership studies.

600-Level Graduate Only Courses

CLSG 601 ▪ History of Spirituality (3 units)
An exploration of Spirituality throughout church history that includes examples from Orthodox, Roman Catholic, Protestant (including Pentecostal) traditions.

CLSG 606 • Spiritual Formation (3 units)
Strongly recommended prerequisite: CLSG 521. This course will be a journey together, discussing the various and diverse meanings of spirituality and the implications of a spiritual life. It will look into the issues of faith that flow from the mysticism of the Holy Spirit into the prophetic radicalism of living out the Christian values in our modern world. The class will be a shared experience, elaborating a spirituality for our lives that is holistic.

CLSG 607 • Spiritual Direction (3 units)
Prerequisite: CLSG 606. This course equips the scholar with foundational understandings and resources necessary to serve as a spiritual director for persons who are seeking guidance to discern the mysterious and tangible ways that God is present and at work in their lives.

CLSG/EDAG 610 • Appreciative Inquiry (3 units)
Church leaders must discern ways that religious organizations can maintain their central identity and mission while being responsible and responsive to change.

Appreciative Management taps into the power and imagination of the congregation's history, personal narratives, imagination and spiritual discernment. Participants will leave with a strategy in place for their organization's effectiveness and spiritual renewal.

CLSG/EDAG 611 • Leadership and the New Science (3 units)
The new science discoveries in quantum physics and chaos theory and biology have completely altered the way we think about humans and organizations. This course will focus upon these new realities with an eye toward fashioning a new science of leadership and ministry for religious organizations.

CLSG 623 • Marketing in Christian Organizations (3 units)
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 624 • Change and Strategic Planning (3 units)
An examination of change within congregations and religious organizations with a view toward understanding systematically the relationship between the organization and its environment. Alternate strategic planning, problem solving and program evaluation models will be explored in light of intentional mission and ministry.

CLSG 625 • Principles of Church Revitalization and Renewal (3 units)
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/EDAG 626 • Spirit and Soul of Leadership (3 units)
This course will explore the condition of the leader's interior life within a community, and the impact of the interior life upon the external world of the religious organization.

CLSG 627 • New Forms of Preaching in a Postmodern World (3 units)
This course focuses upon narrative forms of preaching in a postmodern context. The shift from the instructional and cognitive to the oral and visual will be explored. Preaching forms utilizing word pictures and images to communicate the story as sermon will be developed.

CLSG 632 • Team Building and Conflict Management (3 units)
An exploration of team building as integral to preventing conflict and the role of conflict in healthy team formation. Participants will examine the nature of conflict, how it develops within individuals, relationships, and organization as well as the methods for managing conflict effectively.

CLSG 635 • Issues in Pastoral Leadership (3 units)
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 638 • Leadership and Global Issues (3 units)
An understanding of leadership issues in intercultural contexts with a focus on the adaptation of best practices to local customs and culture. The course explores dimensions of social and organizational identities and examines how cultural perspective and context impact leadership decision-making. Intercultural skills will be improved through the analysis of case studies and participation in group activities.

CLSG 642 • Soul Care of Others (3 units)
A practical seminar that explores current trends in counseling and soul care, including Christian perspectives. The course will examine the relationship of the pastoral counselor to clinical therapists and other mental health care professionals, as well as provide the pragmatic integration of theological reflection with social science theory and practice.

CLSG 646 • Leadership and Character Development (3 units)
An exploration of the interior life of the leader in order to understand how character, spirituality and personal ethics of the leader influence interpersonal relationships and the public roles of leadership in the workplace.

CLSG 655 • Theological Education in the Third World (3 units)
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 (3 units)
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 (3 units)
Study in a special topic in leadership studies.

CLSG 680 • Individual Study in Leadership Studies (3 units)
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 units may be applied toward the degree requirements.
CLSG 690 • Seminar in Leadership Studies (3 units)
Mutual investigation of one topic in cross-cultural ministry of particular relevance to graduate students in leadership studies.

700-Level Graduate Only Courses

CLSG 710 • Mission and Culture in Theological Perspective (3 units)
This interdisciplinary study, integrating theology and praxis, seeks to develop a theology of mission based on the premise that the unifying theme of Scripture is embodied in the concept of the Kingdom of God introduced in the Old Testament, fulfilled in the ministry of Jesus Christ in the New Testament, and demonstrated to the world through the life and actions of a believing community empowered by the Holy Spirit.

CLSG 715 • The Church and Contemporary Moral Issues (3 units)
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 720 • Theology and Theory of Leadership (3 units)
An examination of selected theological issues regarding leadership and an overview of leadership theory since its inception as a discipline and a focus in research. Particular emphasis is placed on the student's research skills to explore and articulate theological, theoretical and contemporary findings in the field.

CLSG 740-742 • Seminar in Practical Theology (3 units)
A research oriented course that deals with topics of particular relevance to students in Christian 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 COURSE DESCRIPTIONS

The following courses are offered on a CR/No Credit Basis.

600-Level Graduate Only Courses

RELG 693 • Integrative Seminar (3 units)
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 units
A field education experience with a qualified mentor approved by the Faculty Supervisor in Field Education. See the Graduate Religion Office for applications.

700-Level Graduate Only Courses

RELG 788 • Research Methodology: Leadership Studies (3 units)
An introduction to research and inquiry regarding leadership and religious organizations. Students will design and complete a mini research project that includes: a problem statement, definition of terms, limitations and delimitations, literature review, description of research method, collection of data, data analysis and interpretation of data. Required for all M.A. students, and M.T.S. students who have chosen the thesis, project or directed reading option in the field of Leadership Studies. May be used as one elective M.T.S. course.

RELG 791 • Exit Option Design and Proposal: Leadership Studies (3 units)
The development of appropriate thesis and directed reading topics in the field of Leadership Studies, and the description of these topics in a formal proposal format. Students will meet with selected faculty and other students enrolled in each semester to research proposals until approved by faculty. After approval of the research proposal, students will continue to meet in this seminar to report progress on their research exit options. Required for all M.A. students, and M.T.S. students who have chosen the thesis or directed reading option in the field of Leadership Studies. May be used as one elective M.T.S. course.

RELG 795 • Directed Reading (3 units)
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 units)
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 units)
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 unit)
Required for each semester subsequent to registration of RELG 790, 791, 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.]

SCHOOL FOR PROFESSIONAL STUDIES

Jamie Brownlee, M.A., Director

Mission: The School for Professional Studies at Vanguard University serves life-long learners throughout their educational journey. The structure and format of the degree programs in the School for Professional Studies makes it possible and manageable for working adults to finish their educational goals without sacrificing their careers and important responsibilities while still accomplishing their educational aspirations.

GENERAL INFORMATION

The School for Professional Studies (SPS) offers programs of study leading to a Bachelor of Arts degree in Business, with an emphasis in Organizational Management or Information Technology; Psychology with an emphasis in Human Development; and Religion, with an emphasis in Ministry and Leadership. The school also offers a Bachelor of Science in Nursing degree for registered nurses (see RN to BSN major in this section for nursing specific prerequisites and admission requirements.) All the courses, in the SPS Degree Programs, are offered either one night per week (6:00 to 10:00) or on Saturday mornings (8:00 to 12:00). Each course meets in accelerated 5 to 8-week formats and only meets once each week throughout the year. Small, dynamic classroom settings allow students the opportunity to share their personal and professional experiences in an academically stimulating environment of mutual respect, learning, and support. Accomplished faculty bring both practical and academic acumen to the classroom. Moreover, each degree program has its own Student Services Coordinator. The Student Services Coordinator helps each student navigate through the various aspects of the university as well as assist each student in individual academic planning.

Academic Calendar

The School for Professional Studies operates on a year round, semester basis. Courses begin at various intervals throughout the year. Upper division cohort groups are given a schedule which indicates the dates the group will meet over a given period of enrollment. Calendars are available through the SPS office.

Degree Program Registration and Orientation Date

Orientations are held approximately one week prior to the start of new cohort groups. These "Orientations" are structured to help the begin the process of acclimation to the university.

ACADEMIC POLICIES

Please see the General Information section of this catalog for expanded information on institutional policies.

ADMISSIONS INFORMATION

Admission Requirements

- Demonstrate proof of at least 5 years of work experience
  OR
  Obtain approval for admission from the appropriate Chair and the Director of SPS, via petition
- Proof of High School graduation/GED
- Cumulative grade point average of 2.0 (on 4.0 scale) or better on all prior college work
- Completion of Application Process including forms, fees, assessments, references, transcripts (official transcripts are sealed by the Registrar at the requested university and must be received from each institution attended, regardless of academic performance or granting of credit) and official entrance interview
- The RN to BSN program and the Business, IT program have unique admissions requirements.

Students wishing to take upper division courses must meet the 57 unit prerequisite. Exceptions for starting upper division coursework with fewer than 57 units must be approved by the Chair of the desired degree program.

All applicants meeting the above-stated admission requirements will be considered by the Admission Committee. During the admission process, students will be informed of remaining requirements accompanied by a recommendation as to how these requirements can be completed.

Application Process

The application process is as follows:

1. Complete and submit the Application for Admission, along with the non-refundable application fee of $50.00
2. Schedule an appointment with an SPS Educational Counselor to discuss transfer credits and degree requirements.
3. Send a Request for Official Transcript form to each college or university previously attended, regardless of credit granted or academic performance. Check with the Registrar from each institution for the appropriate transcript fee. All institutions attended since high school must receive a transcript request regardless of completion of courses.
4. Submit Personal and Professional Reference Questionnaires.
5. Schedule an Interview with the appropriate Student Services Coordinator.
6. Submit any required admissions essay(s) and/or petitions.
7. Complete any required assessments.

Application, Transcript Request, and Reference forms are available in the SPS Office or at www.vanguard.edu/sps.

Completed application files are forwarded to the Admissions Committee for review. Students accepted into Vanguard will be notified of their acceptance status via letter. The Admission Deadline for each cohort/group is two (2) weeks prior to the orientation date.

Individualized Appointments

Prospective students meet with an SPS Student Services Coordinator or Educational Counselor to discuss their academic needs and develop educational plans. These appointments cover:

- The nature of the academic programs
- Beginning dates for groups
- Meeting the needs of the adult student
- Application procedures
- Questions and answers
- Financial matters, such as:
    - -Employer reimbursement
    - -Loans and grants
    - -Payment schedules

To schedule an appointment, please call the SPS office at (714) 668-6130. Office hours are M-Th: 8 am-6:30 pm and F: 9 am–3 pm.

International Students

International students must complete the same admission process as other freshmen or transfer students and must submit:

- Financial Certification. Submit annual financial certification showing financial sponsorship for duration of planned study. Federal Financial Aid is not available for international students. Forms related to this process are available in the SPS Office.
- Appropriate Visa documentation.
- Transferring from another institution: To become eligible for transfer to VU from another American college, approval must be obtained from the previous school attended and the U.S. Immigration and Naturalization Service.
- International students must maintain a minimum of twelve (12) units each semester.

Re-Admitting Students

Students wishing to return to Vanguard University's School for Professional Studies after withdrawing or taking a leave of absence of one semester or more must submit a Re-Admit Application and the $20.00 re-admit fee, along with official (sealed by the requested university) transcripts for any course work completed since leaving Vanguard. Students who apply for readmission will be reviewed by the Admissions Committee. The decision to readmit a student is based upon their standing with the academic, financial and student life centers of the university. Upon notice of approval, the student may proceed with academic and financial registrations. Readmitted students may be subject to new degree requirements.

Admission Status

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.

Provisional Students

A limited number of students who have not met the admission requirements may be admitted as "provisional" students. Students admitted provisionally are required to limit their course load to 9 units per term. In order to receive regular standing classification and continue enrollment, provisional students must attain a 2.0 grade point average in their first term of no less than part-time (at least 6 units) enrollment. Provisional students will be eligible for limited financial aid (freshman level student loans only) for a maximum of twelve consecutive months.

Regular-Standing Students

Students who have fully met all the requirements for admission and have been accepted are considered regular-standing students. Students may not exceed an enrollment maximum of 18 units per semester.

Students-at-Large

Student-at-Large classification is possible only for those students who are taking six units or less during any term and who are not seeking a degree from the School for Professional Studies. Students-at-large earn academic credit for work completed successfully, but they are not considered degree-seeking students at Vanguard University and are not eligible to receive Financial Aid. Please contact the School for Professional Studies to discuss admittance as a Student-at-Large.

University Selection and Community Participation

The School for Professional Studies at Vanguard University selects students based on academic record, the interview process, work experience, references, and willingness to comply with the standards and values of the university. It is expected that each individual who joins the academic community of Vanguard University will deepen his or her ethical commitment and understanding, strengthen his or her intellectual and creative abilities, and participate constructively in the life of the University Community.

Furthermore, Vanguard University community members are expected to commit to mutual respect for one another and will: (1) Treat all members of the community with the utmost regard, supporting and upholding the rights of others to a safe, collaborative, and collegial learning environment; (2) Foster collegial learning by participating in class as a supportive and cooperative community member; (3) Refrain from derogatory, disrespectful, or inflammatory comments regarding any member of the academic community; (4) Resolve any personal conflicts by first approaching the other party privately in accordance with professional protocol and the principles that are outlined in Matthew 18:15-17.

Academic Credits

Credit is granted in semester units and each course is normally two to four units of credit.

Evaluation of Previous College Transcripts and Degree Progress

The amount of credit, the courses to be accepted, and the method of evaluation will be determined by the nature of the courses and the type of institution. An applicant who has attended any college or university after graduation from high school must submit an official transcript from each institution, regardless of credit granted. The Office of the Registrar will produce all official evaluations. Evaluations of Degree Progress (Degree Audits) are completed as new transcripts are received and/or as evaluations are requested by students. Once students have received an updated official evaluation, they may review and request clarification on anything they may find unclear or questionable. (Academic Evaluations produced by Educational Counselors/Recruiters, Student Services Coordinators or other individuals should be considered advisory and unofficial.)

ACADEMIC INFORMATION

Academic Dishonesty

Academic dishonesty, either cheating or plagiarism (presenting the words or opinions of others as one's own work), is regarded as a serious violation of both the academic and moral standards of Vanguard University (VU). Dishonesty in any class assignment can result in: loss of credit for the assignment, loss of credit for the entire course, and referral to the Director and/or Provost. It is the prerogative and responsibility of the instructor to determine if academic dishonesty has occurred and the seriousness of the infraction. The Office of the Provost is to be notified of instances of academic dishonesty.

A student commits plagiarism if he/she submits as his/her own work:

- Part or all of an assignment copied from another person's assignment, notes or computer file.
- Part or all of an assignment copied or paraphrased from a book, magazine, pamphlet, or website.
- A sequence of ideas transferred from another source which the student has not digested, integrated and reorganized, and for which he/she fails to give proper acknowledgment.

A student is an accomplice in plagiarism if he/she:

- Allows his/her paper or other assignment, in outline or finished form, to be copied and submitted as the work of another.
- Lends his/her computer disk to another student or otherwise allows his/her computer files to be copied for the purposes of plagiarism.
- Prepares a written assignment for another student and allows it to be submitted as another's work.

Plagiarism

Please refer to the Plagiarism Policy in the Academic Policies section of this catalog.

Computer Usage: Student Guidelines

(Excerpted from the Vanguard University Student Handbook)

General Use Guidelines

As an educational institution, VU is firmly committed to the discovery of truth, the life of the mind, and the free interchange of ideas. The University recognizes that in order for the best learning to take place, students will be exposed to hostile, offensive, and even subversive ideas, so that the students can confront and wrestle with the whole range of ideas and philosophies in the intellectual marketplace. It is therefore the position of the university that students should use maturity and self discipline in accessing potentially offensive material. At the same time, VU is more than just an educational institution: it is a spiritual community committed to nurturing its members, providing them with good values and an atmosphere as positive and wholesome as possible. The Information Technology (IT) Department, therefore reserves the right to regulate or prohibit the access (such as by way of the Internet) to obscene, pornographic, and unlawful materials and the distribution of such materials over the campus network. Students using University computing and network resources are required to use them in a manner consistent with the University's standard of conduct. The framework of responsible, considerate, and ethical behavior expected by the University extends to cover the use of campus facilities and network resources and networks throughout the world to which electronic access has been provided by the University. Computing and network resources and user accounts are owned by the University and are to be

used for university-related activities only. Computer equipment and accounts at VU should be used for legitimate instructional, research, and administrative or other approved purposes. In addition to these guidelines members of the VU community are expected to abide by all other published technology use policies.

Student Computing and Network

VU makes available computing and network resources for use by the University's students. As a VU student, you have certain privileges. They include:

1. Use of Campus LAN and intranet
2. E-mail
3. Use of Internet
4. Priority over non-VU users and/or guests when using campus computer labs
5. Use of computers and printers in the campus computer labs
6. Use of electronic library resources

Student Responsibilities

To protect the quality and reliability of computing and network resources students must observe the following responsibilities. The list is not comprehensive, but it includes some of the responsibilities which you accept when you choose to use the University's computing resources and/or network which the university provides:

1. Student use of the campus network, the Internet, and e-mail will be consistent with the mission and character of VU. VU's information technology resources may not be used for any unauthorized purposes or for any activity that is harmful, illegal, obscene, or harassing.
2. Applying for a user ID under false pretenses is prohibited. Once you have received a user ID for access to the VU network, e-mail and computer systems on that network, you are solely responsible for all actions taken while using that user ID.
3. Sharing or using another person's user ID, password or e-mail account is prohibited. Never leave your terminal or PC logged on and unattended for more than a few minutes. Never write down your user ID and password. Change passwords frequently.
4. You must not intentionally seek information about, browse, copy, or modify a file belonging to another person, whether at VU or elsewhere, unless you have been granted explicit permission by the owner of the file.
5. You are authorized to use only computer resources and information to which you have been granted access. If you encounter or observe a gap in system or network security, you should immediately report the gap to the manager of that system. Abuse of a discovered gap rather than reporting it can result in disciplinary action.
6. If you are not certain you have permission to copy, compile or manipulate software or data, assume that you do not have permission.
7. The University's policies on harassment apply equally to electronic displays and communications as they do to more traditional means of display and communication. You must not display or transmit images, sounds or messages that could create an atmosphere of discomfort or harassment for others.
8. Messages, sentiments, and declarations sent as electronic mail or postings must meet the same standards for distribution or display as printed documents.
9. You are not permitted to send spam e-mail to faculty or staff on campus. Email regarding official VU business or events must receive approval through the IT Department and be routed through the division or department sponsoring the event.
10. Use of your network folder is a privilege for academic purposes. You are expected to stay within the space limits posted in the main lab.
11. You must not degrade computing or network performance in any way that will prevent others from meeting their educational or university business goals. Academic work by students takes precedence over personal usage.
12. You must not create or willfully disseminate computer viruses. You should be sensitive to the ease of spreading viruses and should take steps to ensure your files are virus-free.
13. You must not install any additional software on VU computer equipment.
14. Equipment and supplies for VU labs should be treated with care. These items are purchased with student fees for lab use only. Anyone who abuses equipment or takes supplies from the labs will lose lab privileges and be charged the cost of repair or replacement. Anyone who steals equipment will be prosecuted under the law.
15. Members of the VU University Community are expected to observe federal, state and local laws which govern computer and telecommunications use, as

well as the University's own regulations and policies as outlined in the Student Handbook.

Computer Dishonesty

Plagiarism

There are three forms of plagiarism involving the use of computers and electronic storage of text.

1. Printing two or more copies of the same research paper which are used to fulfill the requirements for more than one class without the consent of the professor(s). Some professors permit multiple submissions of papers, but others require that a paper be unique and original for each course. Submitting a paper previously used in another class, submitting a duplicate copy of a paper being used in another class or revising a paper used in an earlier class or used in another class during the same semester is unacceptable, unless you have obtained the express permission of your professor(s). If you are not sure about your professor's policy on the use of papers for more than one class, be sure to ask rather than turn in your work based upon an assumption of what will be accepted.
2. Using material from another student's paper. Block copying allows the transportation of whole sections or paragraphs of one paper to be merged into another paper. Plagiarism is the use of someone else's words or ideas without crediting that person, with or without the permission of the original writer to use his/her ideas. All material borrowed verbatim must be put in quotation marks and credited appropriately, regardless of the source. All ideas borrowed and turned into your own words must also be credited appropriately. You are prohibited from transporting whole sections of text from one student's paper into another student's paper, regardless of how much revision is done to the copied material.
3. Two or more students handing in copies of the same research paper or assignment, with each student claiming individual credit for the work. To avoid the accusation of collaboration in plagiarism, a student should not lend his/her disks to another student, who might copy an assignment from the disk.

Violation of Copyright

Copyrighted programs and printed documentation may not be copied, distributed to others, or used on any machine outside of the computer labs, unless permitted under the terms of the software licenses between VU and the software manufacturers. Unauthorized copying is theft. Moreover, students with personal computers on campus are expected to not participate in software pirating or use pirated software.

Invasion of Privacy

The files and programs of other people are private property. It is unethical for you to read, alter, or copy such private programs or files, unless you have explicit permission to do so by the owner.

Disciplinary Procedures

If you violate any of the above guidelines, disciplinary action will be taken. The University reserves the right to monitor traffic on the network, including contents, and to examine files on the system which are connected to the network. Depending upon the seriousness of the offense, the following procedure will be followed:

1. You may be required to perform community service.
2. You may be required to pay a designated fine. If computer equipment is damaged, you will be required to pay for replacing the damaged equipment.
3. You may have your computer privileges temporarily or permanently revoked.
4. You may lose credit for the assignment, test, or even the entire course.
5. You may be dismissed from the University.
6. In serious cases, your name and a description of the violation(s) may be reported to the police. California Penal Code Section 502 makes certain computer abuses a crime, and penalties can range up to a $10,000 fine and up to three years in prison.

You may appeal any decision to the Student Conduct Committee. No computer privileges will be revoked without discussion and approval of the Vice President for Student Affairs, except in the case of security violations.

Internet Material

All members of the VU community are encouraged to practice discretion and restraint in the materials that they access over the Internet. Obscene, pornographic, or unlawful materials accessed over the Internet are neither educationally nor spiritually purposeful and therefore should be avoided. Student use of the Internet is a privilege which can be revoked for cause.

Course Attendance

Due to the concentrated scheduling and the emphasis upon participatory learning, students need to be in attendance every week.

Students who miss more than one class meeting (or more than five class hours) in any given course will automatically receive a failing grade and need to retake the course to obtain a passing grade.

If an instructor deems that a student's second absence was under extremely unavoidable and unusual circumstances (i.e., an auto accident), the professor may file an academic petition on behalf of the student to the Director of SPS. If the academic petition is approved, the student will be given a "W" (Withdrawal) in place of a failing grade. The student will still be required to retake the course.

Bar-From-Attendance

A student may be barred from attending classes for failure to: present official transcripts certifying previous institutional work, comply with admission requirements, respond to official notices, settle unresolved financial obligations when due, or comply with the community participation standards listed earlier.

Credit by Examination (maximum: 24 units)

The University offers several means by which you might earn credit. These include:

- College Level Examination Program (CLEP)—a national set of exams on selected topics offered on a regular schedule.
- Advanced Placement (AP) Examinations—a national set of exams to substitute for specified VU courses.
- 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 Completion

Students are allowed twelve months after the end of their final upper division course to complete any outstanding general education or elective coursework needed to become a degree candidate (124 units). Students taking longer than 12 months will be required to complete any new upper division requirements in effect for their degree program. Students must complete the readmission process after a withdrawal or a one term leave of absence.

Diplomas

Students completing the requirements will receive the Bachelor of Arts or Bachelor of Science Degree. Diplomas are ordered on a monthly basis and require 4-6 weeks to arrive. Diplomas will not be issued to any student whose Vanguard account is not paid in full or whom Federal Perkins Loan is delinquent.

Drop Policy

Students must note that lack of attendance does not constitute the dropping of a course. Students must notify their coordinator if they desire to drop a course (the course must then be taken at a later date). Dropping courses will have financial aid implications. Be sure to discuss the decision with your Student Services Coordinator and a Financial Aid Counselor.

Courses dropped before the 3rd class meeting will not be entered on the transcript. Drops after the 3rd meeting and before the 4th meeting result in a "W" (Withdrawal). Drops after the 4th week result in a failing grade ("WF").

(Refer to the SPS Refund Schedule section for financial implications.)

Students receiving a failing grade for a course must repeat the course again at their earliest convenience. Their coordinator will assist with the registration process for the repeated course. Prevailing tuition charges for the repeated course will be

effective. If the same course is failed a second time, the student cannot continue with other program courses without written approval. (See also "Repetition of Courses" and "Grade Changes".)

Grade Appeals

1. Students wishing to contest a semester grade should first appeal to the faculty member assigning the grade, seeking an explanation regarding the assigned grade.
2. Should the faculty member be unavailable or if the explanation given is deemed unsatisfactory, the student may contact the Chair or Director of the department (via General Petition), or, if more appropriate, the school in which the grade was given. Should the faculty member also be the Chair, the student may contact the Director of SPS. Should the faculty member also be the Director, the student may contact the Office of the Provost. Further documentation for re-evaluation may be requested by the Chair, such as:
   A. A copy of the Final Paper/Project
   B. Verified attendance for the actual classes
   C. Copy of all class and homework assignments
   D. A brief description of one's own perceived performance in the class
   E. A copy of the Course Curriculum's "Student Evaluation" requirements
3. The Chair should attempt a mutually satisfactory resolution of the matter by meeting with the student and faculty member.
4. Should the professor be unavailable or unwilling to provide the required support material, or should a mutually acceptable resolution not be reached between the student and teacher, an appeal may be made to the Director of the School who will review the case, and, if possible meet with the three participants for a final decision. Should the resolution still be unsatisfactory, a final appeal may be made to the Office of the Provost. In consultation with the Director, the Office of the Provost will review the details of the dispute and then determine the appropriate grade. This decision will not be subject to further appeal.
5. Appeals must be initiated no later than the end of the semester following the assigning of the grade in question. Requests for exceptions to this policy must be made to the Provost.

Incompletes

Faculty may assign a grade of "I" (Incomplete) to students when they warrant additional time to complete coursework due to situations beyond their control (i.e. serious illness, accident, or death of a family member). They may only be awarded when the student's grade would have otherwise been an "F". Incomplete work must be made up no later than 30 days following the last day of class. If the work is not made up by this time a grade of "F" will automatically be assigned. Extensions to the 30 day limitation are made only with the approval of the Director of SPS. Instructors are under no obligation to assign an Incomplete grade or to administer a make-up exam.

* Note: An Incomplete grade is granted only for such circumstances as major personal or family crisis. Unacceptable reasons include: course load too heavy, previous incompletes, regular job or ministry responsibilities, English language problems, computer problems, etc.

Grade Change Policy

Grades submitted by faculty to the Office of the Registrar are considered final. Students who believe a grade was assigned in error must contact the instructor of the course to review his/her records. Submission of a grade change to the Office of the Registrar can be made by the faculty member no later than two semesters following the term in which the grade was originally assigned. Requests for exceptions to this policy must be made to the Provost.

Course Repeat Policy

Academic courses offered at VUSC are not repeatable unless specifically noted in the catalog. Those students who wish to retake a course due to a low or failing grade are permitted to register again for the same course during any given semester. All grades will appear on the student's permanent academic record (transcript). When a course is repeated, both grades will remain on the transcript, but only the higher grade is computed in the grade point average. In the case that both grades are the same, only the most recent grade will be included in the G.P.A.

Grade Reports

Grades will be posted on each student's private page of the online portal to the VU database. If a printed grade is required by the student, it will only be issued by the

Office of the Registrar, printed on an official grade report or transcript, and will not be given over the telephone.

Grading System

Percentages	Letter Grade	Significance	Grade Point Average (GPA)
93-100%	A	Exceptional	4.00
90-92%	A-		3.67
87-89%	B+		3.33
83-86%	B	Good	3.00
80-82%	B-		2.67
77-79%	C+		2.33
73-76%	C *	Satisfactory	2.00
70-72%	C-		1.67
67-69%	D+		1.33
63-66%	D	Poor	1.00
60-62%	D-		0.67
0-59%	F	Failure	0.00
	W	Withdrawal	Not Applicable
	WP	Withdrawal Passing	Not Applicable
	WF	Withdrawal Failure	Not Applicable
	Cr	Credit	Not Applicable
	I **	Incomplete	Not Applicable
	P	Pass	Not Applicable
	Au	Audit	Not Applicable

* Students are required to receive a "C" or better in their upper division writing course MILD 364, PSYD 367 or BUOM 377 in order to fulfill writing requirements for graduation. A student receiving a C- or lower must retake and complete the upper division writing course with a C or better to be granted his/her degree. NOTE: These upper division courses should be repeated as soon as possible.

** Students receiving an Incomplete (I) for a course have 30 days to make up work before the Incomplete becomes the alternative grade indicated by the professor.

Students Withdrawing (W) from a semester must follow the Re-Admission policy for re-enrollment.

Graduation Requirements

To graduate with a Bachelor's Degree, students must:

1. Complete all coursework in prescribed major.
2. Complete 124 semester hours accepted by Vanguard University.
   A. At least one-half of the major units must be completed at Vanguard.
   B. At least 40 units of coursework must be upper division.
3. Have a cumulative grade point average of 2.0 (4.0 system) or above for work taken at VU.
4. Complete the General Education Requirements (or transfer equivalents) as stated in the Official Evaluation provided by the Office of the Registrar.
5. Submit an application for graduation to the Office of the Registrar no later than the beginning of the term in which graduation is anticipated.

Commencement Participation

Students desiring to participate in commencement ceremonies in May should be aware that they will be approved to "walk" only if they

- have no more than 9 upper division major units remaining to be completed in the summer immediately following the ceremony

OR

- have no more than 3-4 units of general education/elective remaining to be completed in the summer immediately following the ceremony.

Honors

The Academic Honors list, published at the end of each semester, honors all degree-seeking students with nine or more units who have earned a GPA of 3.5 or above for that semester.

Students must complete a minimum of 45 units at Vanguard to have honors recorded on their transcript and diploma. Students who have completed, by the end of the fall semester, no fewer than 36 units (bearing letter grades) at Vanguard may apply to participate with provisional honors in the Commencement

ceremonies ahead of actual completion of all courses required for graduation. Students' official honors, however, will be based upon their GPA at the completion of all coursework required for graduation and will be indicated on the permanent transcript and on the diploma. Students who have maintained a cumulative GPA of 3.500—3.699 will graduate cum laude. Those achieving a GPA of 3.700—3.899 will graduate magna cum laude. Those achieving a GPA of 3.900 and above will graduate summa cum laude.

Prior Learning Assessment

The School for Professional Studies will only consider requesting up to a maximum of six units of university credit for non-traditional schooling, work or other life experiences that are approved by the appropriate academic department(s) at Vanguard University. The approval of the student request for such credit lies entirely within the academic department that is being petitioned for the credit. Neither SPS nor any of its representatives have any authority to grant or promise university credit for "prior learning." Furthermore, there is no guarantee that credit will be granted once the petition is submitted to the academic department(s). Contact the SPS Office for more information on the process and required fees.

Probation and Disqualification

Academic probation is a term used to designate a period of close academic supervision, generally including reduced allowable activities and reduced allowable units, imposed to improve unsatisfactory academic performance. A student's official transcript will reflect academic probation following any full term in which any *one* of the following conditions exists:

- When a student's current or cumulative grade point average drops below a "C" average (2.0).
- When a student does not achieve passing grades in at least half of the credits attempted in a term.
- When a student receives a grade of "F" for six credits or more in a given term.
- When a student receives three "incompletes." (At this point, the student will be placed on academic probation and attendance in further courses will not be allowed until "incompletes" have been removed.)

*A student on Academic Probation is limited to taking no more than 12 units during any probationary term.

A student is removed from Academic Probation when, at the end of a term, the student's cumulative and current GPAs are 2.0 or better.

A student is subject to academic disqualification based on the guidelines below. Due to the successive nature of the SPS courses, the following policy of Immediate Probation and Immediate Disqualification has been established:

- A student is subject to Immediate Probation if at any time the student earns two "F" grades in one term.
- A student is subject to Immediate Disqualification if:
  1. At any time the student earns three "F" grades within two terms.
  2. If after acquiring Probationary status the previous semester, the student earns a grade of "C-" (1.67) or below in the subsequent semester.

A disqualified student must submit the following in order to be considered for re-admission into the university:

1. An application for Re-Admission
2. The Re-Admission Fee
3. A petition explaining the previous academic performance and outlining the steps that have been taken to improve future academic performance
4. Official transcripts for any coursework completed since being disqualified from VU
5. Any other required items

After all the re-admission items have been received, the Admissions Committee will, in consultation with the Associate Chair of the student's intended major, review the student's file and render an admissions decision. This decision will be communicated to the student via letter. Decisions may be appealed to the Director, then to the Office of the Provost.

Students who have been readmitted to the program after a disqualification will be admitted on probation and will have their status reviewed at the end of the

semester in which they return. Students who have achieved a current and cumulative 2.0 GPA or who have received a grade of "B" or better in each course taken during the probationary or disqualification term may enroll in the next term without petitioning. Students who have not met one of these criteria must submit a petition for further consideration of re-enrollment.

Note: Often registration for subsequent terms occurs before completed grades for the previous term are submitted by instructors. Students are advised that they may acquire Immediate Probation or Immediate Disqualification status from the previous term well after starting their new term. Students in jeopardy of Immediate Disqualification should register for the next term at their own risk. Should Immediate Disqualification occur the student will be dropped from all subsequent courses.

Student Records

Records submitted for the purpose of admission or for recording supplemental work become part of the student's permanent record file and may not be reclaimed or duplicated. Student records are retained permanently.

Transcript Requests

Student requests for transcripts of their course work are to be directed to the Office of the Registrar. Due to requirements of the Family Educational Rights and Privacy Act of 1974, any requests for transcripts must be submitted in writing and include the student's signature, student ID number and/or Social Security number.

To order transcripts, submit a document to the Office of the Registrar c/o Transcript Clerk, including name, ID #, social security #, birth date, indication of status as an SPS Student, address where transcripts are to be sent, and student signature. Requests may be sent via fax to (714) 966-5471 or via mail to 55 Fair Drive, Costa Mesa, CA 92626.

After the first two requests a fee for each transcript is required, payable in advance. All records and services are withheld from students who have any outstanding financial obligations to the University or have defaulted on a Title IV loan. Transcripts will be issued only after all financial obligations are settled with the University. Transcript orders are generally sent within 5-7 business days. A rush order will be processed within 24 hours for an extra fee. Transcripts issued contain only course work completed at Vanguard University. Transcripts will not be released unless the student is financially in good standing.

Veterans Benefits

Vanguard University is approved for training of veterans and eligible persons under the provisions of Title 38, United States Code.

Upon acceptance into the University, individuals eligible for veterans benefits may apply for benefits through the Office of the Registrar. The veteran 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. Veterans accepted into the College or the School for Professional Studies will be awarded one physical education unit (to a maximum of 8 units) for every six months of active service completed, provided that an honorable discharge was received. The Office of the Registrar, on an individual basis, grants any additional credit.

Students receiving Veterans benefits will be put on Probation if their cumulative GPA drops below the graduation requirement for the program being attended as outlined below.

- 2.00 (C average) The College
- 2.00 (C average) The School for Professional Studies
- 2.67 (B- average) M.T.S. degree in the Graduate Program in Religion
- 3.00 (B average) M.A. or M.S. degree in the Graduate programs

Probationary status will continue until the student has raised his/her cumulative GPA to the minimum requirement. An individual will have his/her veterans benefits terminated if he/she remains on Probation for two consecutive semesters.

Withdraw Policy

Students must notify their Student Services Coordinator if they intend to withdraw from a course. Students must notify the Office of the Registrar if they intend to withdraw from all remaining courses in the semester. Students will be withdrawn per the date of notification. Date of notification and last date of attendance are recorded and submitted to the School for Professional Studies, Financial Aid, Business Services and the Office of the Registrar. See the Refund portion of this catalog for prorate information.

Writing Standards

Students are required to use the minimal format shown below for all papers submitted unless otherwise noted by their instructor. The following information should be placed at the top right corner of the first page.

Student's Name
Instructor's Name
Course Name
Group Name/Meeting Night
Date
Course Assignment

The following standards also apply:

- Both APA and MLA formats are used in the degree programs in the School for Professional Studies. These standards are further detailed in the writing courses for each major.
- Title pages and plastic covers are not required unless requested by the course instructor.
- Only double spaced and typewritten work with a 10-12-point font will be accepted.
- Work should be submitted in black ink except when color graphs and documents are used.

Books and Materials

Books required for courses are available from the Founders Bookstore on campus. Students may order by calling toll free (877) 593-6058, or by accessing www.foundersbookstore.com/vanguard. Curriculum is available online at www.vanguard.edu/sps.

PAYMENT INFORMATION

Application Fee

Minimum Payment Due - on or before admission deadline:

- Payment of $50 Application Fee. (non-refundable)

Financial Registration

Financial Registration allows students who have academically registered for the upcoming semester to submit all necessary documents and enroll in 1 of the 3 payment options the University offers. All students are responsible for completing Financial Registration by the published deadline.

To complete Financial Registration each student must complete all of the following steps.

- Previous balance must be paid in full
- Must sign and return required documents
- Enroll in one of the three payment options

Previous balance must be paid in full (if applicable):
Students will not be permitted to continue into the next semester if they have a previous balance.

Must sign and return required documents.
Students only need to sign the following documents once for the duration of their consistent time at Vanguard.

- Student Account Master Promissory Note
- Student Cash Distribution Management Statement
- Third Party Access Form (optional)

Enroll in one of the three payment options

Option 1) Pay-In-Full

- Pay your semester charges in full at time of academic registration.

Option 2) Payment with Financial Aid

- Pay your semester charges in full with financial aid.

Option 3) Tuition Payment Plan

- Annual Payment plan (12 monthly installments) Only available for the Fall semester ($150 enrollment fee)
- Semester Payment Plan (4 monthly installments) ($80 enrollment fee)

Please visit www.vanguard.edu/businessservices for more information regarding Financial Registration.

Payment Information

All students must sign a Vanguard University Student Account Master Promissory Note (MPN) after acceptance into the University. After signing the MPN, students have several payment options.

- Payment by cash, check or credit card. Visa, Master Card, and Discover are accepted for payment of tuition and fees. American Express is not accepted.
- Payment with Financial Aid.

Please Note: Tuition for each semester must be paid in full by the published deadline. Students who have a previous balance on their account will not be permitted to attend classes. Also, a .83% interest rate is charged on all unpaid balances each month, even if financial aid funds are anticipated (interest rates do not apply to students enrolled in the Tuition Payment Plan).

Employee reimbursement program (ERP)

This program is for students who receive tuition reimbursement from their employer. To qualify for this program your employer must pay the university directly. Students must apply for ERP each semester if they want to receive the deferment. If students qualify, this program allows them to defer payment of the reimbursable portion of their tuition. Payment for the semester must be received in full no later than 4 weeks after the end of the semester. If payment is not received in accordance with this policy the student will be dropped from current semester without credit. This program is limited to reimbursable tuition costs only. Registration fees, course fees, student fees, and textbooks are the student's responsibility unless otherwise noted in the provided documentation from the employer. Students can obtain ERP documents by visiting www.vanguard.edu/businesservices, and click on "student forms." Please note finance charges accrue each month at the rate of .83% on any active balance on your vanguard account.

Tuition

The Tuition and Fee Schedule is published annually. Prospective students and current students may refer to the SPS office or website for current costs.

Bursar statements are distributed to students once academic and financial registration has been completed. Those who have not signed an MPN or made payment by the published deadline will be dropped from classes.

For information about loans and grants, see the Financial Aid section.

(Certificate and Special Interest Programs costs may differ. Refer to the SPS office for updates.)

Refunds

A student shall normally be assessed tuition charges per course. When a student withdraws during a course for any reason, refunds are prorated according to the Refund Schedule. *See the Withdrawal Policy for details on proper withdrawal procedures.

Date of notification and last date of attendance are recorded and submitted to the Financial Aid, Registrar, and Business Services offices. The recorded date of withdrawal will be the date on which the student notifies the SPS Office or the Office of the Registrar of the University and not the date of last attendance. For financial aid purposes, aid will be returned to aid programs (see Financial Aid section below) based on the date the student notifies the Office of the Registrar of

their intent to withdraw. If a course is failed, the student will be assessed the prevailing tuition rate again when repeating the course.

Refund Schedule

Five Week to Eight Week Classes		Three to Four Week Classes	
Prior to First Night	100%	Prior to First Night	100%
Prior to Second Night	50%	Prior to Second Night	50%
Prior to Third Night	25%	Prior to Third Night	0%
Prior to Fourth Night	0%	Prior to Fourth Night	0%
Prior to Fifth Night	0%		

The Refund Schedule applies to tuition, student services, and unused course fees. Any student who wishes to withdraw from the University must notify the Office of the Registrar of their "intent to withdraw." (See the Withdrawal policy).

Financial Aid Students: Students who withdraw or are expelled from the institution may be required to have some or all of their financial aid returned to the various aid programs. The amount of financial aid returned will be calculated based on the official date of withdraw. Federal aid will be returned based on the amount of the semester the student has completed. State and institutional aid will be returned based on the refund percentage applied to the student's institutional charges. The Financial Aid office will notify the student of any required refund or repayment that is due to the appropriate programs within 30 days of the official withdrawal, drop, or expel date. Charges not covered by remaining allowable aid will be charged to the student's account.

Student Account Credit Balances

Refunds due to the student are not automatically disbursed. No refund will be issued unless the student's account reflects an accurate credit balance. To request a check for the overage on the account, students must submit a Student Check Request online by visiting www.vanguard.edu/businessservices, click on Student Forms, and then on Student Check Request. A check will be processed within two weeks from the receipt of the written request.

Business Services information

Location:
1st Floor of the Scott Academic Center, Suite 131
Office Hours:
Monday-Friday, 8am to 5pm

Cashier Hours:
Monday-Friday, 8am to 5pm; Closed daily for lunch 12pm to 1pm
24 hr secured drop box

Contact Information:
Email: SPSbursar@vanguard.edu
Phone: (714) 556-3610 ext. 5486
Fax: (714) 662-5233
Website at www.vanguard.edu/businessservices

FINANCIAL AID

The 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 VU is the mission of the Financial Aid Office.

The Financial Aid (FA) Office 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 at least 4-6 weeks prior to the beginning of their first course. Contact the Financial Aid Office at (714) 556-3610 x4252.

The FA Office is available to answer your questions and to provide information about Financial Aid application procedures and aid options. Office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. The SPS Financial Aid Counselors are available by appointment. Phone: (714) 556-3610 x4252.
Financial aid packets, which include the FAFSA and information regarding the necessary steps to apply for financial aid, are available in the SPS or FA Offices.

* NOTE: All information in the Financial Aid Section is subject to change during the academic year. Please contact the FA Office for updates.

Financial Aid Sources

Vanguard University offers federal grants, state grants, 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.

Federal Eligibility Requirements

In order to qualify for federal financial aid, you must meet the following requirements:

- Be a U.S. citizen or an eligible non-citizen.
- Be enrolled in an eligible program and matriculated by the Office of the Registrar.
- Have a high school diploma or its recognized equivalent.
- Not be in default on a Federal Perkins Loan (or National Direct Student Loan), Federal Stafford Loan (Guaranteed Student Loan), PLUS Loan, or SLS, or not more than 90 days delinquent in repaying a consolidated loan, and will not have borrowed in excess of federal loan limits.
- Not owe a refund on a Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, or a State Student Incentive Grant.
- Sign a Statement of Updated Information certifying that specific items on the Student Aid Report (SAR) are correct and understanding that information may be verified with the IRS.
- Sign a “Terms and Conditions Form” stating the student will use federal student aid funds only for expenses related to attending VU.
- Sign a Statement of Registration status indicating the student has registered with the Selective Service, if required to do so.
- Complete the Verification process as required by the U.S. Department of Education, if required to do so.
- Have a valid Social Security number.
- Maintain satisfactory academic progress, as defined by the University’s FA Office below.

Steps for Completing 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). FAFSA can be submitted online at www.fafsa.ed.gov. The school code (001293) must be included for information to be sent to Vanguard University. Also, you must complete the institutional financial aid application online at www.vanguard.edu/financialaid.

Step 3: California residents applying for the Cal Grant Program must have the Cal Grant GPA Verification Form completed and mailed (by the Registrar’s Office of the appropriate institution) by March 2 prior to each academic year.

The financial aid application process should be completed by the admission deadline for your intended start date (2 weeks prior to the group orientation date).

Once the financial aid file is complete and the student is enrolled in at least six units, the Financial Aid Office will respond to the student with a financial aid offer. Students must respond to this offer in a timely manner in order to be awarded.

Students must re-apply for financial aid each academic year. (An academic year is September through August.) 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 and before March 2 in order to receive the best financial aid packages for the following academic year.

Financial Aid Disbursements

Financial aid will be applied directly to the student's account in the Business Services Office to cover tuition, fees, and room and board charges. Students attending the fall, spring and summer semesters will receive three disbursements, one at the beginning of each semester. Financial aid is awarded for the full academic year (fall, spring and summer) and will be disbursed each semester to the student's account. Students attending only one or two semesters are only entitled to the financial aid awarded for those semesters.

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

Satisfactory Academic Progress Policy

Students applying for financial aid must demonstrate satisfactory academic progress in their courses. Satisfactory Academic Progress is measured by GPA and unit standards.

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

SPS students are approved and funded for the number of units in which they are actually enrolled. Therefore, all SPS students are required to complete and pass all units for which they are enrolled. The Financial Aid Office will review the completion of units at the end of each semester. Students not meeting the unit completion requirement (those who do not pass and complete all the units for which they received financial aid) may be given one semester to make-up/complete the units. Failure to complete the units by the end of a probation semester will result in disqualification of financial aid eligibility.

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.
Program Duration: Students are expected to complete their degree program within a maximum time frame. Time frame is measured in equivalent full-time semesters.

Undergraduates = 10 full time semesters
Graduate students = 6 full time semesters

For transfer students, every 15 units of accepted and transferable units equals one full time semester.

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.

DEGREE PROGRAMS

Instructional Courses

Courses are scheduled to meet the needs of working professionals. Courses are held from 6:00 p.m. to 10:00 p.m. one night per week. Occasional Saturday meetings may be required, and Saturday General Education courses are available. For upper division coursework, only one class is taken at a time, and each cohort progresses through their program of study together. Each class extends 3-8 weeks. Students enrolled with a Major cohort receive a calendar for their cohort's entire program of study. This allows students to plan ahead. Students in General Education, Certificate Programs and Special Interest classes may have various schedules from which to choose.

General Education Core and Elective Courses

General Education Core and Elective Courses are offered each semester through the School for Professional Studies. Students should register at the designated/published registration times for semester courses. Notification of courses is made available each term. Prior term tuition and fee balances must be paid in full to register. Additional financial aid must be approved through the Financial Aid Office. Each course extends 3-8 weeks in length. Additional lab fees may also be required. Students enrolled in at least 6 units may be eligible for Financial Aid.

GENERAL EDUCATION AND ELECTIVE COURSE DESCRIPTIONS

ART 252C • History and Appreciation of Art (3 units)
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 fees may apply. (meets Humanities/Fine Arts requirement)

BIOL 105 • Anatomy and Nutritional Biochemistry (4 units)
Provides a structural and functional overview of the primary organ systems within the human body and potential links between sub-optimal organ function and disease. Understanding of human anatomy and physiology will be enhanced by exploring the essential nutrients and critical enzymatic pathways needed for optimal organ function. Laboratory activities provide real-world insight into processes occurring within organs and cells. Lab fee required. (meets a Science/Lab requirement)

BIOL 205 • Principles of Human Physiology (4 units)
Investigates the fundamental physiological processes in humans using a systems approach to student integrated functions. The course will explore the functions of the human body emphasizing homeostasis and integration at the biochemical, cellular, organ, and system levels. The systems studied will include nervous, cardiovascular, respiratory, renal, gastrointestinal, endocrine, reproductive, and immunity. Lab fee required. (meets Physiology requirement for RN to BSN students; meets Science/Lab requirement for all other students)

BIOL 209 • Principles of Microbiology (4 units)
Elementary microbiology for students interested in understanding characteristics and activities of microorganisms and their relation to health and disease. The structure, nutrition, growth, control mechanisms, and genetics of bacteria, viruses, fungi, and protozoa are explored. Special emphasis is given to infectious diseases and the organisms that cause these diseases. While the course is directed toward students interested in careers in diverse fields of allied health and nursing, qualified students in other programs may be admitted. Previous study in the biological and health sciences is strongly recommended. Lab fee required. (meets Microbiology requirement for RN to BSN students; meets Science/Lab requirement for all other students)

BUSN 440 • Entrepreneurship: Formation of New Ventures (3 units)
The theory and practice of new venture development. Studies business opportunities from the point of view of the entrepreneur/manager rather than passive investor. Topics include strategic management, venture capital, and writing business plans.

CHEM • 210 Integrated Chemistry (4 units)
This course is designed to give beginning students who have not had prior exposure to chemistry a basic overview in general, organic, biochemistry. The

following topics will be surveyed: matter and energy, atomic theory, stoichiometry, nomenclature, the periodic table, atomic structure, gas, liquid and solid states, solutions, nuclear chemistry, functional groups, alkanes, alkenes, alcohols, ethers, aldehydes, ketones, amines, carboxylic acids, lipids, carbohydrates, amino acids, proteins, nucleic acids, metabolism and respiration, photosynthesis, transcription, translation, kinetics and DNA replication. Upon completion of this integrated chemistry course, the student will have an understanding of basic principles paramount to the study of chemistry, a proficiency with stoichiometry (as it relates to the nursing discipline), writing and interpreting chemical formulas, nomenclature, and familiarity of the biochemical process of glycolysis, TCA cycle, photosynthesis, DNA replication, transcription and translation. In addition, the student should develop an appreciation for the importance of chemistry in other disciplines. Lab fee required. (meets Chemistry requirement for RN to BSN students; meets Science/Lab requirement for SPS students)

COMM 201C • Speech Composition and Presentation
This course is designed to provide the student with a general working knowledge of the fundamentals of speech communication. General requirements for speech preparation, composition and presentation will be covered. A foundation will be established upon which further speech development may transpire. Lab fee. (meets a Humanities/Fine Arts requirement)

COMM 230 • Ethics in Film (3 units)
Through in-class screenings, intensive class discussion and related readings, this course will examine films whose themes strongly concern the depiction of ethical and moral choice. This course will discuss the ways in which filmmakers create meaningful ethical dilemmas; how the characters' choices are portrayed; and how these portrayals may influence our own formulation of value systems and ethical choices. (meets a Humanities/Fine Arts requirement)

COMM 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. (meets Humanities/Fine Arts requirement)

EDUC 100 • Introduction to Education (3 units)
This course explores the role of education and teaching in modern American Society. Current political and social issues and their impact on schools will be addressed. Career opportunities and expectations for teachers will be discussed. Students will be encouraged to assess and reflect upon their own educational experiences, skills, and learning styles as they interact with current practitioners and education literature.

EDUC 315 • Teaching 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 fieldwork 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 350 • Comprehensive Seminar in English (3 units)
Prerequisites: Completion of all required English Composition GE courses (this course does not fulfill a GE requirement); passing of CBEST exam recommended. This course is a comprehensive overview covering the key concepts of the Reading, Language, and Literature standards for prospective multiple subject elementary teachers. Students will investigate key ideas from the California Curriculum Frameworks and the California Student Academic Content Standards. They will identify the domains and content specifications for the Reading,

Language, and Literature standards, including Linguistics, Written and Non-written Communication, Language, Genres, and Interpretation of Texts.

EDUC 355 • Comprehensive Seminar in Mathematics (3 units)
Prerequisites: Completion of all required Math GE courses (this course does not fulfill a GE requirement); passing of CBEST exam recommended. This course is a comprehensive overview covering the key concepts of the Mathematics standards for prospective multiple subject elementary teachers. Students will investigate key ideas from the California Curriculum Frameworks and the California Student Academic Content Standards. They will identify the domains and content specifications for the Mathematics standards, including Number Sense, Algebra, Functions, Measurement, Geometry, Statistics, Data Analysis, and Probability.

EDUC 360 • Comprehensive Seminar in Social Science (3 units)
Prerequisites: Completion of all required Social Science GE courses (this course does not fulfill a GE requirement); passing of CBEST exam recommended. This course is a comprehensive overview covering the key concepts of the History and Social Science standards for prospective multiple subject elementary teachers. Students will investigate key ideas from the California Curriculum Frameworks and the California Student Academic Content Standards. They will identify the domains and content specifications for the History and Social Science standards, including California History and Geography, U.S. History, World History and Global Geography, Political Science and Government, Behavioral Sciences, and Economics.

EDUC 370 • Comprehensive Seminar in Human and Physical Development (3 units)
Prerequisites: Completion of all required Humanities/Fine Arts GE courses (this course does not fulfill a GE requirement); passing of CBEST exam recommended. This course is a comprehensive overview covering the key concepts of the Human Development and Physical Education standards for prospective multiple subject elementary teachers. Students will investigate key ideas from the California Curriculum Frameworks and the California Student Academic Content Standards. They will identify the domains and content specifications for the Human Development and Physical Education standards, including Social, Physical and Cognitive Development from Birth through Adolescence, and Physical Education Movement Skills, Knowledge, Self-Image, and Personal Development.

EDUC 375 • Comprehensive Seminar in Visual and Performing Arts (3 units)
Prerequisites: Completion of all required Humanities/Fine Arts GE courses (this course does not fulfill a GE requirement); passing of CBEST exam recommended. This course is a comprehensive overview covering the key concepts of the Visual and Performing Arts standards for prospective multiple subject elementary teachers. Students will investigate key ideas from the California Curriculum Frameworks and the California Student Academic Content Standards. They will identify the domains and content specifications for the Visual and Performing Arts standards, including Dance, Music, Theatre, and Visual Art.

EDUC 380 • Comprehensive Seminar in Science (3 units)
Prerequisites: Completion of all required Science GE courses (this course does not fulfill a GE requirement); passing of CBEST exam recommended. This course is a comprehensive overview covering the key concepts of the Science standards for prospective multiple subject elementary teachers. Students will investigate key ideas from the California Curriculum Frameworks and the California Student Academic Content Standards. They will identify the domains and content specifications for the Physical, Life and Earth Science standards, including Biology, Geology, Meteorology, Chemistry, Physics, and Astronomy.

ENGL 120C • Persuasive Writing (3 units)
Exposition and argument at the college level. The course emphasizes writing, revising and editing, reading, research skills, and mechanics. Course must be passed with a "C" or better to enroll in ENGL 220C. Students who have already received credit for the prior VU course ENGL 101: English Grammar and Composition or its equivalent cannot receive credit for this course. (meets English Composition requirement)

ENGL 220C • Researched Writing (3 units)
Interpretive and analytic writing, including several problem-solving research-based essays investigating topics related to class themes. The course emphasizes writing, revising and editing, reading, analytical skills, and computer technology

(word processing, Internet research) and reinforces those skills learned in ENGL 120C. Must be passed with a "C" or better to fulfill the core curriculum requirement. (meets English Composition requirement)

ENGL 300C • Literary Perspectives (3 units)
Introduces the student to a variety of literary genres as well as diverse authors, cultures and experiences. (meets a Humanities/Fine Arts requirement)

ENGL 350 • Creative Writing (3 units)
Prerequisite: ENGL 120 or equivalent. Students learn and implement the basic techniques and theory specific to the three genres: fiction, poetry, and drama. Lecture and workshop combined. (meets a Humanities/Fine Arts requirement)

HIST 275 • Topics in American History (3 units)
A study of five periods in American history emphasizing the development of a distinctive American culture.(meets Social Science requirement)

HIST 456 • History and Geography of California (3 units)
A study of California from pre-Spanish times to the present, with emphasis on political, economic, and social developments and on its physical, political, and human geography. (meets Social Science requirement)

MATH 105 Essential Mathematics (4 units)
This course prepares students to understand the essential mathematical concepts in number sense, elementary algebra, sets of numbers, problem solving, ratios, proportions, percents, and graphing linear equations and inequalities. The course is designed to introduce students to practical mathematical skills necessary for courses in business and statistics. Emphasis will be placed on the structural and logical foundations of business. (meets Elective requirement only; not applicable to Natural Science/Math requirement)

MATH 106 Business Math (4 units)
This course applies the principles and practices of mathematics to everyday business problems and situations. The course prepares students to understand the mathematical and business concepts in number sets, problem solving, ratios and proportions, percentages, business measurements, insurance, simple and compound interest, installment loans, consumer credit, depreciation, graphing linear functions, and linear programming. The course includes a brief overview of number sense and algebra concepts in its overall design to introduce students to common mathematical skills necessary for courses in business. (meets Natural Science/Math requirement)

MATH 109 Mathematics for Statistics (4 units)
This course prepares students to understand the mathematical and statistical concepts in number sets, problem solving, ratios and proportions, percentages, sets and logic, probability and statistics, including frequency of distribution, statistical graphs, measures of central tendency, and measure of position and dispersion. The course includes a brief overview of number sense and algebra concepts in its overall design to introduce students to common mathematical skills necessary for coursework in statistics. (meets Natural Science/Math requirement)

MUSC 202C • Introduction to Music (3 units)
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. Lab fee. (meets Humanities/Fine Arts requirement)

NT 101C • New Testament Survey (3 units)
Prerequisite to all upper division courses in New Testament. A close study of the New Testament text, examining the foundations of Christianity within its historical contexts, and presenting the principles and tools of interpretation. (required for all Religion majors; meets Religion/Humanities requirement for all majors)

OT 201C • Old Testament Survey (3 units)
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, with emphasis on theological themes such as creation, election, and redemption. (required for all Religion majors; meets Religion/Humanities requirement for other majors)

PHIL 201 • Introduction to Philosophy (3 units)
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. (meets Religion/Philosophy or Humanities requirement)

POLS 155C • United States Government (3 units)
Designed to acquaint the student with the United States political system, including constitutional developments of the United States and of California, and stimulate reflection on the intersection of Christianity and citizenship. (meets Social Science requirement)

PSCI 215 • Fundamentals of Earth Science (4 units)
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. Lab fee. (meets Natural Science/Math requirement)

PSCI 216 • Fundamentals of Physical Science (4 units)
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. Lab fee. (meets Natural Science/Math requirement)

PSYC 103C • General Psychology (3 units)
Prerequisite to all other psychology courses. This course explores the fundamental issues of psychology, including research in psychology, biological influences on development and behavior, learning and memory, motivation, personality, psychological disorders, psychological interventions, and social behavior. (meets Social Science requirement)

PSYD 220 • Human Growth and Development (3 units)
Prerequisite: PSYC 103C. An exploration of human development across the lifespan (from conception through death). Examines human development through the biological, behavioral, cognitive, sociocultural, and spiritual perspectives.

PSYD 321 • Adolescent Psychology (3 units)
Prerequisite: PSYC 103C. 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.

PSYD 352 • Industrial/Organizational Psychology (3 units)
Prerequisite: PSYC 103C. Investigate how general psychological knowledge from the areas of personality, assessment, cognitive, and social psychology can be applied and further developed in organizational contexts. Issues such as matching jobs and individuals, training, performance evaluation, stress, leadership, and development are discussed in the context of multilevel cultural influences, from organizational cultures to global business demands.

SOCI 100C • Introduction to Sociology (3 units)
An introduction to the study of society, considering the fundamental concepts of sociology in each of three great areas: social structure, social processes, and social problems. Sociology deals with the way individuals, groups, and institutions are related to one another. (meets Social Science requirement)

SOCI 220 • Marriage & Family in a Social Context (3 units)
This course provides students with a sociological perspective of marriage and family living. Themes include: the social construction of gender and the consequences for relationships and social institutions; intimacy in family relationships; communication, conflict and stress in the family; the realities of parenting; integrating work and family life; separation divorce and remarriage; later life families. (satisfies Social Science requirement)

SPAN 101A • Beginning Spanish (2 units)
An introductory course which begins the process of developing grammar knowledge and fluency in speaking, reading, writing and listening. This course is a prerequisite for SPAN 101B. (meets Humanities requirement)

SPAN 101B • Beginning Spanish (2 units)
An introductory course which begins the process of developing grammar knowledge and fluency in speaking, reading, writing and listening. Prerequisite: SPAN 101A. (meets Humanities requirement)

THEA 200C • Introduction to Theatre (3 units)
An introduction to the study of theatre with focus on forms, genres, performance space, and the artistic principles of production, as well as the technical aspects. Selected readings, discussions, attendance at plays, and critiques of performances are required. Theatre majors may not take THEA 200C to fulfill the core curriculum requirement in fine arts. (meets Humanities/Fine Arts requirement)

THEA 208 • Playwriting (3 units)
Introduces the social and philosophical theories that surface within playwriting, closely examining several landmark stage plays, each representing the various attitudes and values of its day. Styles, structural techniques, characterization and post-modernism in playwriting are some of the topics to be examined. Students will work to develop their own writing voice and produce their own original, creative work. Lab fee. (meets a Humanities/Fine Arts requirement)

THEO 101C • Foundations of Christian Life (3 units)
An introduction to Christian faith and life, embracing the primary theological tenets and fundamental values that empower a Christian to address contemporary cultural issues, seek integrity in personal behavior, and respond to the great commission to reach the world. (meets a Religion requirement)

THEO 103C • Introduction to Theology (3 units)
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)

NOTE: Courses numbered 291, 292, 293, or 294 are lower division special topic courses.

BUSINESS MAJOR WITH A CONCENTRATION IN ORGANIZATIONAL MANAGEMENT

The major in Business with a concentration in Organizational Management seeks to develop leaders who can think critically, communicate effectively, respond ethically, and lead confidently in a global marketplace. The program helps students increase their effectiveness as business professionals and provides excellent preparation for career advancement and the pursuit of a graduate degree.

Degree Requirements:

General Education Core Requirements	**40 units**
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/Religion	3 units
Social Sciences	12 units
Major units in Degree Program	**51 units**
Electives	**33 units**
Total units for B.A. Degree	**124 units**

Business (Organizational Management Course Descriptions

NOTE: Required courses which resulted in a grade of F must be repeated. See BUOM 377 for only exception.

BUOM 316 • Business Law (3 units)
An examination of law and its development, courts and procedures, and basic legal principles, including business ethics, business crimes, product and service liability, warranty, business organization, insurance and property. (Formerly BUOM 315 Legal Aspects of the Business Process)

BUOM 361 • Organizational Communication (3 units)
Prerequisite: BUOM 372 & BUOM 377 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. (Formerly BUOM 360 Organizational Concepts & Communication)

BUOM 372 • Organizational Behavior
(3 units/BUOM majors; 4 units/BUIT majors)
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. (Formerly BUOM 371 Group & Organizational Behavior)

BUOM 377 • Business Writing (3 units)
This course is designed to teach the student how to write and present strategically organized, grammatically correct, persuasive business communications. Attention is given to academic and professional writing styles and standards, communication theory for various forms of business writing, and means of efficient research. (Formerly BUOM 376 Business Writing for Professionals.) This course must be passed with a "C" or better to fulfill writing requirements for graduation. A student receiving a "C-" or lower must retake the course to earn the required grade for graduation.

BUOM 378 • Research Methods (3 units)
Prerequisite: BUOM 377. A course in conducting and applying research for managerial decision-making. Problem formulation, data collection, statistical analysis and interpretation of results are covered. (Formerly BUOM 375 Methods of Research & Analysis)

BUOM 456 • Business Strategy (3 units)
Prerequisite: BUOM 484. Designed to allow the student the opportunity of integrating the knowledge obtained from accounting, economics, marketing, and organizational management into coherent analytical skills on case studies approximating real world business situations. (Formerly BUOM 455 Business Policy & Strategy)

BUOM 464 • Principles of Management
(3 units/BUOM majors; 4 units/BUIT majors)
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. (Formerly BUOM 463 Principles of Management & Supervision)

BUOM 470 • Special Topics (1-3 units)
Prerequisite: Consent of the Instructor. Study of a special topic in business. May be repeated for credit.

BUOM 471 • Principles of Marketing
(3 units/BUOM majors; 4 units/BUIT majors)
Prerequisite: Accounting requirement completed. 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 business problems and capitalize on market opportunities. (Formerly BUOM 473 Marketing in a Global Economy)

BUOM 472 • Managerial Economics (3 units)
Prerequisite: BUOM 475 & BUOM 482. 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.

BUOM 482 • Managerial Accounting
(3 units/BUOM majors; 4 units/BUIT majors)
Prerequisite: GE Math completed (Business Math recommended). 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.

BUOM 475 • Financial Accounting (3 units)
Prerequisite: GE Math completed (Business Math recommended). Involves the analysis, recording, and summarizing of accounting transactions on the accrual basis. Includes emphasis on accounting as an information system meeting the demands of users for decision-making.

BUOM 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.

BUOM 477 • Managing the Nonprofit Organization (3 units)
This course explores the special challenges of management of a nonprofit organization. Through cases, description, and theoretical analysis, students learn about the defining characteristics of the nonprofit sector, major differences between nonprofit and profit-making organizations, and government and business involvement with the nonprofit sector. Students acquire skills focused on governance, financing, and management of nonprofit organizations.

BUOM 478 • Organizational Ethics (3 units/BUOM majors; 4 units/BUIT majors)
Prerequisite: BUOM 377 or GE English completed. 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.

BUOM 481 • Business Through the Eyes of Faith (3 units)
A study of the nature of business from the perspective of the Christian faith.

BUOM 484 • Financial Management
(3 units/BUOM majors; 4 units/BUIT majors)
This course enables professionals to apply financial management theory in real business situations ultimately aimed at actionable decision making. Topics include cash flow optimization, profit maximization, forecasting & budgeting, financial analysis, financing through debt or equity, valuation, and analyzing risk and return.

BUOM 485 • Strategic Marketing Management (3 units)
Prerequisite: BUOM 471. This course takes a case study approach to the development of marketing strategy and plans. Group discussions, presentations, and written case analyses are used with emphasis on both quantitative and qualitative assessment of management issues. Focus is on critical thinking and application of concepts and techniques to problem identification, analysis, synthesis, and evaluation. It is recommended that students first complete college math and accounting. (Formerly BUOM 479 Marketing Strategies)

BUIS 457 • Management Information Systems (3 units)
Introduction to the Fundamentals of computing technology and the knowledge required to sufficiently understand the management of information systems in business organizations. (Formerly BUIS 456 Computing Fundamentals & MIS)

BUSINESS MAJOR WITH A CONCENTRATION IN INFORMATION TECHNOLOGY MANAGEMENT

Admission Requirements:

- Demonstrate proof of at least 5 years of work experience, with 1-2 years experience in an IT related field
- Proof of High School graduation/GED
- Cumulative grade point average of 2.0 (on 4.0 scale) or better on all prior college work.
- Completion of Application Process including forms, fees, assessments, references, transcripts & official entrance interview

The major in Business with a concentration in Information Technology seeks to develop leaders who can successfully and ethically manage people, data, and technology in a global marketplace. The program helps students with IT-related work experience and knowledge to hone their communication and critical thinking skills, increase their effectiveness as business professionals, and be prepared for career advancement and the pursuit of a graduate degree.

Degree Requirements:

General Education Core Requirements	**40 units**
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
Major Units in Degree Program	**48 units**
Bachelor of Arts Electives	**36 units**
Total Units For BA Degree	**124 units**

BUSINESS (INFORMATION TECHNOLOGY) COURSE DESCRIPTIONS

BUOM 372 • Organizational Behavior
(3 units/BUOM majors; 4 units/BUIT majors)
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. (Formerly BUOM 371 Group & Organizational Behavior)

BUIT 452 • Business Information Technology (4 units)
Introduction to the fundamentals of computing technology and the knowledge required to sufficiently understand the management of information technologies in business organizations.

BUOM 482 • Managerial Accounting
(3 units/BUOM majors; 4 units/BUIT majors)
Prerequisite: GE Math completed (Business Math recommended). 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.

BUIT 465 • Systems Design and Analysis (4 units)
This course focuses on the design, development, and management of large, complex systems required for commercial (and governmental) purposes. Special focus will be given to modern object-oriented design methodologies, and methodologies appropriate for Internet-based electronic commerce (e.g., UML and modern CASE tools).

BUOM 471 • Principles of Marketing
(3 units/BUOM majors; 4 units/BUIT majors)
Prerequisite: Accounting requirement completed. 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 business problems and capitalize on market opportunities. (Formerly BUOM 473 Marketing in a Global Economy)

BUIT 482 • Project Management (4 units)
Applications of systems theory and concepts, matrix organizational structures, PERT/CPM project modeling, and management information systems to the management of complex and critical projects.

BUOM 478 • Organizational Ethics (3 units/BUOM majors; 4 units/BUIT majors)
Prerequisite: BUOM 377 or GE English completed. 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.

BUIT 472 • Business Systems Networking and Information Security (4 units)
This course focuses on the key technical and managerial issues relevant to effective development and use of data communications by organizations. Topics covered include basic concepts of data communication technology (data and voice), internet and intranet technologies, issues related to the operations and strategic use of the technology. Strong emphasis is placed on the proper use of terminology and current technologies.

BUOM 464 • Principles of Management
(3 units/BUOM majors; 4 units/BUIT majors)
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. (Formerly BUOM 463 Principles of Management & Supervision)

BUIT 478 • Web-Based Computing, Networks and Electronic Commerce (4 units)
Understand how the Internet, networks, computer hardware, client/server operating systems, browser and windows applications facilitate business processes. Develop web-based information systems using database and visual programming operations. Focus on the fundamentals of computer networks, protocols, TCP/IP and the Internet; introduction to electronic commerce and web application development (CGI scripting, Java and Java Script).

BUOM 484 • Financial Management
(3 units/BUOM majors; 4 units/BUIT majors)
This course enables professionals to apply financial management theory in real business situations ultimately aimed at actionable decision making. Topics include cash flow optimization, profit maximization, forecasting & budgeting, financial analysis, financing through debt or equity, valuation, and analyzing risk and return.

BUIT 486 • Advanced Topics – Next Generation Technologies (4 units)
This course explores a number of next generation technologies, the business drivers of technology-related decisions in firms, to stimulate thought on new applications for commerce (including disruptive technologies). The class will provide an overview of various emerging technologies and culminate in discussion of potential business impact of these technologies in the near future.

BUOM 470 • Special Topics (1-3 units)
Prerequisite: Consent of the Instructor. Study of a special topic in business. May be repeated for credit.

PSYCHOLOGY MAJOR WITH A CONCENTRATION IN HUMAN DEVELOPMENT

The major in Psychology with a concentration in Human Development seeks to enhance students' understanding of human nature with an emphasis on human development across the life span from both a secular world view as well as a Christian perspective. The program 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 carefully evaluate others' research. The Psychology program prepares students for employment, especially in human service agencies, or for graduate study.

Degree Requirements:

Total General Education Core Requirements	**40 units**
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
Major units in Degree Program	**51 units**
Electives	**33 units**
Total units for B.A. degree	**124 units**

PSYCHOLOGY (HUMAN DEVELOPMENT) COURSE DESCRIPTIONS

NOTE: Required courses which resulted in a grade of F must be repeated. See PSYD 367 for only exception.

PSYD 265 • Introduction to Statistical Methods (3 units)
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. Students are advised to take Math 105 and Math 109 in preparation for this course.

PSYD 340 • Biological Psychology (3 units)
Prerequisite: PSYD 366, PSYD 367. 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. (Replaces PSYD 439 Physiological Psychology & Cognition)

PSYD 366 • Survey of Human Behavior (3 units)
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)
Prerequisite: PSYD 366. 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.
*This course must be passed with a "C" or better to fulfill requirements for graduation. A student receiving a "C-" or lower must retake the course to earn the required grade for graduation.

PSYD 368 • Survey of Human Services (3 units)
Prerequisite: PSYD 366, PSYD 367. Explores the ways in which care is provided for the whole individual, surveying community resources and developing an understanding of the ways in which human services are carried out in various settings. Ethical issues in human services practice are also examined. Each student will identify an appropriate human service agency for a field practicum placement and will develop a plan to meet the requirements for Field Practicum.

PSYD 370 • Childhood and Adolescence (3 units)
Prerequisite: PSYD 366, PSYD 367. Examines the physical, cognitive, social, emotional and spiritual development from infancy through adolescence, utilizing current research and developmental theories. Variations in family life across cultures, parenting styles and the role of peer groups are also examined.

PSYD 372 • Adulthood and Aging (3 units)
Prerequisite: PSYD 366, PSYD 367. 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 373 • Psychology of the Family (3 units)
Prerequisite: PSYD 366, PSYD 367. Explores the institution of the family from a multigenerational developmental perspective. Psychological, socio-cultural, and spiritual perspectives are also explored. Students will be introduced to family systems theory as a method of understanding family dynamics and to theoretical orientations of family therapy.

PSYD 375 • Understanding Research Design (3 units)
Prerequisite: PSYD 265, PSYD 366, PSYD 367. Provides an introduction to research design, including purposes and procedures of descriptive, quasi-experimental, and experimental research. Literature review strategies and writing of APA-style research papers will be covered.

PSYD 420 • Behavior Modification (3 units)
Prerequisite: PSYD 366, PSYD 367. Examines 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.

PSYD 432 • Social and Cultural Psychology (3 units)
Prerequisite: PSYD 366, PSYD 367. Examines 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.

PSYD 434 • Group Dynamics (3 units)
Prerequisite: PSYD 366, PSYD 367. Introduces students to various types of groups used in clinical settings and to the theoretical orientations commonly utilized in group practice. The stages of group work, leadership skills, and work with special populations are explored. Students are introduced to ethical issues, and multicultural issues that apply to group work.

PSYD 436 • Abnormal Psychology (3 units)
Prerequisite: PSYD 366, PSYD 367, PSYD 370. Studies deviations in human behavior from socio-cultural, spiritual, emotional, cognitive and behavioral perspectives with regard to description, patterns of development, measurement, symptoms, systems of classification, and treatment methods.

PSYD 446 • Psychological Testing (3 units)
Prerequisite: PSYD 265, PSYD 366, PSYD 367. 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 460 • Field Practicum (3 units)
Prerequisite: PSYD 366, PSYD 367, PSYD 368, PSYD 370, PSYD 436, and senior standing. Students will accrue 100 hours at a human services agency or research facility as a student intern. Students will begin their practicum after the Human Services course, accruing hours over the course of the program. A written report detailing the field practicum experience as well as an oral presentation will be completed during this course. May be repeated for credit for a maximum total of 6 units.

PSYD 462 • Counseling Theories (3 units)
Prerequisite: PSYD 366, PSYD 367, PSYD 370, PSYD 436. Studies the various theoretical approaches to counseling, the personhood of the counselor, and ethical issues in clinical practice. Major counseling theories are introduced by covering key concepts, the nature of the therapeutic relationship, and techniques associated with each theory. The worldview underlying each theory is examined as it relates to a Christian worldview, and the integration of biblical principles in counseling theories is introduced.

PSYD 470 • Special Topics (1-3 units)
Prerequisite: Consent of the Instructor. Study of a special topic in psychology. May be repeated for credit.

PSYD 477 • Psychology and Christianity (3 units)
Prerequisite: PSYD 366, PSYD 367. Examines human nature from the perspective of psychology and Christian belief. The major approaches to the integration of psychology and Christianity will be examined, utilizing a range of issues such as the relationship between mind, body, and soul; the nature of human freedom; Christian prayer; conversion; the relationships between people's attitudes and their behavior; and contemporary Christian counseling and pastoral care.

RELIGION MAJOR WITH A CONCENTRATION IN MINISTRY AND LEADERSHIP

The Religion with a concentration in Ministry and Leadership major 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.

Degree Requirements:

Total General Education Core Requirements	**46 units**
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
Major units in Degree Program	**51 units**
Electives	**17 units**
Total units for B.A. degree	**124 units**

RELIGION (MINISTRY AND LEADERSHIP) COURSE DESCRIPTIONS

NOTE: Required courses which resulted in a grade of F must be repeated. See MILD 364 for only exception.

MILD 305 • Church History (3 units)
The development of the Christian Church throughout its history as reflected in its life, thought, institutions, leaders, and literature.

MILD 364 • Critical Thinking and Writing for Ministry (3 units)
This course is designed to teach the student to write well-stated, grammatically correct, thesis-driven essays. Attention is given to academic and professional writing styles, reasonable presentations, the elements of an argument, and means of efficient research. This course must be passed with a "C" or better to fulfill requirements for graduation. A student receiving a "C-" or lower must retake the course to earn the required grade for graduation.

MILD 365 • A Theology of Church Mission and Ministry (3 units)
Prerequisite: Recommended Intro to Theology completed. A theological understanding of the ministry of the church and its mission to the world.

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 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 422 • Conflict Management (3 units)
An examination of the nature and causes of conflict in the local church and religious organizations and the principles of effective intervention strategies.

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 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)
Prerequisite: Recommended OT Survey completed. A study of selected, major themes in the writings of the Old Testament.

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 463 • Theological Themes of the New Testament (3 units)
Prerequisite: Recommended NT Survey completed. 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 philosophical, historical and theological study of the third person of the Trinity. This course places special emphasis on the Spirit's empowerment for the church's mission and ministry.

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 470 • Special Topics (1-3 units)
Prerequisite: Consent of the Instructor. Study of a special topic in religion. May be repeated for credit.

MILD 472 • The New Testament and Contemporary Christian 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.

SCHOOL FOR PROFESSIONAL STUDIES MINORS

Guidelines for obtaining minors are indicated below. Students must meet with their Student Services Coordinator and complete the Minor Application Form to receive approval to pursue a minor. Students are reminded to inquire about Financial Aid availability, as courses above and beyond degree requirements may not be eligible for funding.

SPS Business Minor Requirements

21 units are required in accordance with the following guidelines. Courses should be chosen in consultation with the Student Services Coordinator and/or SPS Business Chair. Please refer to the course descriptions to see necessary prerequisites.

15 units of the following or course equivalent:

BUOM 316	Business Law	3 units
BUOM 472	Managerial Economics	3 units
BUOM 471	Principles of Marketing	3 units
BUOM 474	Managerial Accounting	3 units
BUOM 484	Financial Management	3 units
BUOM 478	Organizational Ethics	3 units
BUOM 476	Human Resource Management	3 units
or BUOM 464	Principles of Management	3 units

3 units to be selected from the following or course equivalent:

BUOM 372	Organizational Behavior	3 units
BUOM 361	Organizational Communication	3 units

3 elective units of lower or upper division Business courses, to be chosen in consultation with the Student Services Coordinator and/or SPS Business chair.

A minimum of 12 units must be taken at VU.

SPS Psychology: Human Development Minor Requirements

21 units are required in accordance with the guidelines indicated below. Courses should be chosen in consultation with the Student Services Coordinator and/or SPS Psychology chair. Please refer to the course descriptions to see necessary prerequisites.

Required courses (15 units):

PSYC 103C	General Psychology (May be waived if student has taken PSYD 366 Survey of Human Behavior)
PSYD 265	Intro to Statistical Methods
PSYD 367	Writing and Research Skills or BUOM 377 Business Writing for Professionals (Note: units must be made up if using BUOM 377 substitution)
PSYD 370	Childhood and Adolescence
PSYD 436	Abnormal Psychology

Remaining courses (6 upper or lower division units) should be chosen in consultation with the Student Services Coordinator and/or the Associate Chair for SPS Psychology.

One of the following is recommended to fulfill one of the electives:

PSYD 420	Behavior Modification
PSYD 340	Biological Psychology

A minimum of 12 units must be taken at VU.

SPS Religion Minor Requirements

21 units are required in accordance with the following guidelines. Courses should be chosen in consultation with the Student Services Coordinator and/or SPS Religion chair.

Minimum 15 units of upper division coursework.
Maximum 6 units of lower division coursework.
Courses recommended for lower division coursework:

- New Testament Survey
- Introduction to Theology
- Old Testament Survey

A minimum of 12 units must be taken at VU.

SPS Liberal Studies Minor Requirements

The SPS Liberal Studies minor is designed to provide preparation for Vanguard University's teaching credentialing program and to provide tools of preparation for the required, Commission-approved examination called the California Subject Examination for Teachings: Multiple Subjects (CSET). Students are required to pass the CSET prior to their semester of advanced student teaching in a credentialing program. (Students should refer to the Graduate Program in Education for further information about pursuing a teacher credential.)

Action taken by the California Commission on Teacher Credentialing (CCTC) to insure conformance with the California State Board of Education and Public Law

107-110, the No Child Left Behind Act (NCLB) requires that all teachers "new to the profession" who receive a Multiple Subject Teaching Credential or a Multiple Subject Intern Credential demonstrate subject matter competency by examination. There are three separate subtests to the Multiple Subject CSET exam: 1) Math and Science, 2) Social Studies and Language, and 3) Visual & Performing Arts, Humanities and Physical Education. Each subtest is composed of both multiple-choice and constructed-response questions. Each subtest is scored separately. To pass the CSET, one must pass each of the three subtests. Once a subtest is passed it does not have to be retaken. The CSET tests are normally offered six times per year from September through July. If one or more subtests are not passed, students may register for a retake of the subtest(s). Students intending to pursue teaching credentialing must also pass the California Basic Educational Skills Test (CBEST) exam prior to enrollment in a teaching credential program.

The seminar courses listed for the Liberal Studies minor are correlated with the CSET subtests listed above and are designed to guide students in their preparation for the CSET. Per the catalog course descriptions, a student must complete all General Education requirements in a given subject matter prior to enrolling in the correlating seminar course.

In order to apply for a minor in Liberal Studies, a student must provide proof he/she has taken the California Basic Educational Skills Test (CBEST). In order to be granted the minor, a student must provide proof that she/he has passed the CBEST.

The following courses are required to meet the 21 unit requisite. A minimum of 12 units must be taken at VU.

EDUC 315	Teaching in a Multicultural Setting	3 units
EDUC 350	Comprehensive Seminar in English	3 units
EDUC 355	Comprehensive Seminar in Mathematics	3 units
EDUC 360	Comprehensive Seminar in Social Science	3 units
EDUC 365	Comprehensive Seminar in Science	3 units
EDUC 370	Comprehensive Seminar in Human and Physical Development	3 units
EDUC 375	Comprehensive Seminar in Visual and Performing Arts	3 units

CHILD DEVELOPMENT PROGRAM

Cindy Bartlett, M.A., Program Coordinator

MISSION: The mission of the Child Development Program (CDP) is to train early education professionals within a Christian worldview.

The Child Development Program's courses are taught online in an accelerated five week format. Each semester consists of three five-week sessions. Courses are taught by highly qualified instructors with educational and professional backgrounds in early childhood education. Christian philosophy and values are integrated throughout all classes. The early education classes at Vanguard University meet the formal requirements for Title 22 and Title V for the State of California. Additionally, they meet the formal requirements for the Association of Christian Schools International (ACSI) Preschool Associate Credential (PAC), and Director's certificate. Students may choose to take individual classes as needed, or students may complete the nine required courses and earn a certificate in early education. Students needing additional information about the CDP program at Vanguard University should visit the Vanguard web site at http://www.vanguard.edu/cdp.

Academic Calendar

The Child Development Program operates on a year round, three semester basis (Fall, Spring and Summer). Courses begin at various intervals throughout the year. Each semester consists of three five-week sessions. Students may begin their program at the beginning of any session. All sessions begin on a Monday regardless of holidays.

Early Education Certificate

The Early Childhood Education certificate consists of 27 units. Transfer units are not accepted. Students who do not wish to pursue the Early Childhood Education certificate may still take individual courses.

Child Development Program students are from across the nation and world. It is not possible for us to guarantee which courses will meet each state's/country's formal training requirements in early education. It is up to the student to confirm with their local state licensing/accreditation agency which CDP courses will meet the formal training requirements. Students should confirm prior to registering with Vanguard University which courses meet the requirements for their state/country.

Early Childhood Education Certificate 27 units

ECED 101	Child Growth & Development	3 units
ECED 103	Child, Family & Community and Socialization	3 units
ECED 106	Introduction to Curriculum	3 units
ECED 108	Principles & Practices of Teaching Young Children	3 units
ECED 126	Teaching in a Diverse Society	3 units
ECED 132	Early Education Practicum	3 units
ECED 135	Health, Safety & Nutrition for the Young Child	3 units
ECED 137	Observation and Assessment	3 units
ECED 150	Spiritual Formation for Young Children	3 units

Child Development Elective Courses

ECED 109	Infant/Toddler	3 units
ECED 121	Administration of Early Education Programs I	3 units
ECED 123	Administration of Early Education Programs II	3 units
ECED 130	Guiding the Young Child's Behavior	3 units
ECED 139	Adult Supervision and Mentoring	3 units
ECED 140	Special Needs & the Inclusive Classroom	3 units
ECED 142	Music & Movement for the Young Child	3 units
ECED 144	Math & Science for the Young Child	3 units
ECED 146	Language & Literacy for the Young Child	3 units
ECED 148	Creative Art for the Young Child	3 units

Child Development Program Academic Policies

Students-at-Large Classification and Course Load

All Child Development students are classified as Students-at-Large. Students-at-Large earn academic credit for work completed successfully, but are not considered degree-seeking students at Vanguard University. Students-at-Large in the Child Development Program are limited to six units (2 courses) in any five-week session. Students must have prior approval from the Child Development Program office to take two courses during any five week session.

Transfer Unit Policy

The CDP courses are all transferrable to other institutions, but transfer units are not accepted towards the Early Childhood Certificate.

Student Computing

Technology is an important component to the online education process. Students are responsible for ensuring that they have access to the internet and a dependable computer system. CDP does not make exceptions due to computer malfunctions. Students should have an alternative means of accessing their online course in the event of computer difficulties.

The online student must also possess the following minimum computer skills in order to succeed in the online environment: navigate the internet; complete research via the internet; compose and send emails; attach documents to email; and compose documents in a word processing program.

Plagiarism

Webster's Dictionary defines plagiarism as the act of taking the writings of another person and passing them off as one's own. Plagiarism, cheating, or copying others work is a serious issue and will not be tolerated.

Plagiarism includes, but is not limited to, submitting two or more copies of the same research paper, which are used to fulfill the requirements for more than one class

without the consent of the professor(s); copying text from a fellow student, utilizing prewritten articles and/or papers written by another individual; using someone else's words or ideas without crediting that person, with or without the permission of the original writer to use his/her ideas. All material borrowed verbatim must be put in quotation marks and credited appropriately, regardless of the source. Students are responsible for posting, attaching, and submitting their own work. Plagiarism and cheating can result in a failing grade for assignments and/or the entire class grade.

If students suspect that their work has been plagiarized by another student, they should immediately email the instructor so action can be taken. All discussions are archived, date and time stamped, and can be compared and reviewed at any time if academic dishonesty is suspected.

All CDP students will be required to submit papers into *Turn It In*, a plagiarism prevention system. Instructions on how to use *Turn It In* will be provided in the online class.

Course Attendance

Due to the content of CDP courses and the emphasis on participatory learning, students must show active participation (as defined in the syllabus) on a weekly basis. Students are responsible for being completely prepared for their online class. This responsibility includes having the textbook, access code, access to the internet, and a dependable computer system before the course start date. Students must be in active participation by Tuesday at 5 p.m. (PT) of the first week of class. Failure to begin course participation within this time frame will result in the denial of future access to the online course.

Note: Computer difficulties, lack of textbook, not having the enrollment key, etc., are not valid reasons for non-participation in class.

Learning Disabilities

Students with documented learning disabilities who desire reasonable assistance should contact the Child Development Program Office prior to the beginning of the session in which they plan to attend. Assistance may be limited due to the nature of the online format.

Incompletes

Faculty may assign a grade of "I" (Incomplete) to students when they warrant additional time to complete coursework due to situations beyond their control (i.e. serious illness, accident, or death of a family member). They may only be awarded when the student's grade would have otherwise been an "F". Incomplete work must be made up no later than 30 days following the last day of class. If the work is not made up by this time a grade of "F" will automatically be assigned. Extensions to the 30 day limitation are made only with the approval of the CDP Coordinator. Instructors are under no obligation to assign an Incomplete grade or to administer a make-up exam.

Note: An Incomplete is granted only for such circumstances as major personal or family crisis. Unacceptable reasons include: course load too heavy, previous incompletes, regular job or ministry responsibilities, difficulty with the English language, computer problems, etc.

Grade Change Policy

Grades submitted by faculty to the Office of the Registrar are considered final. Students who believe a grade was assigned in error must contact the instructor of the course to review his/her records. Submission of a grade change to the Office of the Registrar can be made by the faculty member no later than two semesters following the term in which the grade was originally assigned. Requests for exceptions to this policy must be made to the Provost.

Course Repeat Policy

Academic courses offered at VUSC are not repeatable unless specifically noted in the catalog. Those students who wish to retake a course due to a low or failing grade are permitted to register again for the same course during any given semester. All grades will appear on the student's permanent academic record (transcript). When a course is repeated, both grades will remain on the transcript,

but only the higher grade is computed in the grade point average. In the case that both grades are the same, only the most recent grade will be included in the G.P.A.

Grade Reports

Grades will be posted on each student's private page of the online portal to the VU database and will be available online one month from the course completion date. CDP students needing verification of their course completion should plan enough time to complete the course and receive an official record. Verification of completion of a course is done through the Office of the Registrar in the form of an official transcript.

Grade Appeal Policy

A student wishing to contest a grade should first seek in writing an explanation from the course instructor assigning the grade. Should the instructor not be available, or if the explanation given is deemed unsatisfactory by the student, the student may submit an appeal in writing to the CDP Coordinator.

The Coordinator will review the case, and, if possible, meet with both the instructor and student. The Coordinator will make every effort to reach a mutually satisfactory resolution for the grade appeal by conferring with the student and instructor. If, however, the instructor is also the CDP Coordinator the student may appeal in writing directly to the Dean of the College. The Dean will then determine the appropriate grade. This decision will not be subject to further appeal.

Appeals must be initiated no later than the last day of the following session in which the grade was assigned.

Note: Students are responsible for monitoring the grade progress in their course(s).

Academic Probation and Disqualification for CDP Students

Definition - Academic probation is a term used to designate a period of close academic supervision; imposed to improve unsatisfactory academic performance.

Restrictions - CDP students on academic probation may not register for more than one class (3 units) per five-week session during the probation period.

Causes - A student's official transcript will reflect academic probation following any full semester session in which any one of the following conditions exists:

- A student's current or cumulative grade point average drops below a "C" average (2.0) one full semester.
- A student does not achieve passing grades in at least half of the credits attempted in a full semester.
- A student receives a grade of "F" for six credits or more in a given semester.
- When a student receives three "incompletes." (At this point, the student will be placed on academic probation and attendance in further courses will not be allowed until "incompletes" have been removed.)

Removal - Academic probation will continue for the student until the current and cumulative GPA is raised. A student is removed from Academic Probation when, at the end of a semester, the student's cumulative and current GPA is 2.0 or better. This can be achieved by repeating the course(s) in which the student received an "F" in the semester in which the student was placed on Academic Probation. The course(s) in which a grade of "F" issued must be repeated within the next semester in which the course is offered.

Academic Disqualification

CDP students are subject to immediate academic disqualification if, after one full semester of academic probation, they do not raise their GPA to a 2.0 minimum in the following semester. Students academically disqualified are precluded from further enrollment at the university unless, in the judgment of the CDP 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 CDP Enrollment Management Committee.

Students who have been readmitted to the program after a disqualification will have their status reviewed at the end of the semester in which they return. Students who have achieved a current and cumulative 2.0 GPA or who have received a

grade of "B" or better in each course taken during the probationary or disqualification semester may enroll in the next semester without petitioning. Students who have not met one of these criteria must submit a petition for further consideration of re-enrollment.

Note: Often registration for subsequent semesters occur before completed grades for the previous semester are submitted by instructors. Students are advised that they may acquire immediate probation or immediate disqualification status from the previous term well after starting their new semester. Students in jeopardy of immediate disqualification should register for the next semester at their own risk. Should immediate disqualification occur the student will be dropped from all subsequent course(s).

Note: Students are responsible for monitoring the grade progress in their courses.

Child Development Program Drop and Refund Policy

Non-Attendance Drop Policy

Students who have not logged into their online class by Tuesday at 5 p.m. (PST) of the first week of class will be locked out of the course and denied access to the course due to non-attendance. No refunds will be granted to students who are denied access due to non-attendance. Students locked out of a class due to non-attendance are not relieved of their financial responsible to the University. To remain in good academic standing, a written request to drop must be provided to the CDP Office before the third week of class. Please refer to the Drop Policy below for further clarification.

Drop/Refund Policy

CDP students must contact the CDP office in writing of their intention to drop. Unless written notification is received the student will remain officially registered in the class/classes listed on their registration form and will be financially and academically responsible. Only those courses specified in the drop request will be dropped. Students who have registered for more than one session will not be automatically dropped from the remaining sessions unless written notice is provided. The drop will be processed using the date the student's written notification is received by the Child Development Program office.

Students who wish to drop must include the following information in their drop request: semester date and class/classes they wish to drop as well as their full name and contact information. Students who email their drop request are advised to make a copy of the email with date and time stamp as well as receiver confirmation (if possible). Students should also confirm with the CDP office the following VU working day, via phone, that the email request to drop was received. If the written request to drop is made via mail, the student must ensure the request is mailed in plenty of time for it to reach the CDP office before the beginning of the course session. Vanguard University is not responsible for drop requests sent via email that are routed correctly and result in non receipt of the request by the CDP office.

Drops initiated before 11:59 p.m. (PST) the Sunday prior to the Monday of the 3rd week of class will result in no academic consequence. Drops initiated during the 3rd week of class and before 11:59 p.m. (PST) the Sunday prior to the Monday of the 4th week of class will result in a "W" (withdrawal) which will be reflected on the student's transcript. Drops made after 11:59 p.m. (PST) the Sunday prior to the Monday of the 4th week of class will result in a grade of "WF". Once a letter grade of "WF" is issued the student must submit an academic petition for the final grade to be considered for any changes.

Only official drops made before the course start date will be eligible for tuition and course fee refunds. Students must notify the CDP office in writing (via email, fax or registered mail) of their intention to drop. There are no refunds for application fees. Students who qualify for tuition refunds must submit a student check request form to Business Services office regardless of the payment method.

Child Development Courses

ECED 101 • Child Growth and Development (3 Units)
This course covers the study of social, emotional, intellectual, physical, creative, and spiritual areas of development from conception through middle childhood with an emphasis on the preschool years. Theories of development are studied along with the various stages of growth. These concepts will be presented from a Biblical perspective.

ECED 103 • Child, Family & Community/Socialization (3 Units)
This course covers the study of how family, school, and community affect a child's development. An emphasis will be placed on the family unit and the parents' roles in being the primary educator of their child. Community resources are investigated and advocacy for children is explored.

ECED 106 • Introduction to Curriculum (3 units)
This class will provide an overview of the planning, preparation, and delivery of a developmentally appropriate curriculum for young children. The role of the teacher and the curriculum in supporting the development of the whole child will be analyzed. The class will cover the basic components and developmentally appropriate implementation of curriculum across content areas. Though not required, completion of ECED 101 Child Growth and Development is recommended.

ECED 108 • Principles and Practices of Teaching Young Children (3 units)
This course presents an overview of the historical development and philosophies of early education. Students will examine the relationship among developmental theory, philosophy, and practice in early education. Students will explore a wide range of early childhood curriculum models. The ecological contexts and relationships affecting young children's development will be analyzed. This course includes a review of teaching strategies supporting all children's development. Though not required, completion of ECED 101 is recommended.

ECED 109 • Infant/Toddler (3 units)
This course is an overview of the characteristic needs of infants and toddlers birth through age three. Appropriate learning environments and routine experiences will be discussed. Social, cognitive, physical, and sensory motor behavior patterns will be applied in theory and through observation in relation to the environment. A focus on the development of curriculum in meeting the individual needs of the children and the role of the teacher in facilitating growth through play experiences will be emphasized.

ECED 121• Administration of Early Education Programs I (3 Units)
Application of the basic principles for the establishment, operation, supervision and evaluation of a preschool/ daycare program. This includes an overview and history of ECE programs, philosophy development, licensing standards, and assessment of management techniques. Christian philosophy and development will be integrated. This meets the minimum licensing course requirement for operating a licensed daycare program.

ECED 123 • Administration of Early Education Programs II (3 Units)
Application of advanced principles for the ongoing operation, supervision and evaluation of a preschool/ daycare program. This includes an in-depth look into managing staff and personnel issues, along with public relations and board development. Parent partnership and operational policies will be discussed. Christian philosophy and development will be integrated. This meets the minimum licensing requirement for operating a licensed daycare program.

ECED 126 • Teaching in a Diverse Society (3 Units)
This course will examine current issues facing the early education professional in understanding diversity as it impacts the classroom. In many early childhood classrooms there has been an increase in the number of children with racial, ethnic, linguistic, and cultural diversity, as well as the numbers of children with disabilities or developmental delays. This diversity brings many challenges, as well as many opportunities to educators. Factors of working with and supporting diverse populations of young children and their families will be discussed including relevant teaching methods and materials.

ECED 130 • Guiding the Young Child's Behavior (3 Units)
This course will cover principles of appropriate behavior and expectations for each age in the early education classroom. Positive teacher/child interactions, guidance techniques, Biblical guidelines and self-control issues will be emphasized with the goal of supporting the family unit.

ECED 132 • Early Education Practicum (3Units)
This course is designed for the student to demonstrate practical application of developmentally appropriate early childhood teaching techniques and skills. Emphasis will be on designing, implementing, and evaluating classroom experiences for young children. Observation and evaluation of classroom experiences, environmental design, classroom management, and parent communication will be emphasized to promote optimal development for young children. Biblical perspectives will be integrated throughout the course. Fieldwork will be completed in the student's own classroom or by approval of the instructor. Students will videotape their teaching in order to be evaluated by the instructor and fellow classmates. Though not required, ECED 101 and ECED 105 are recommended prior to taking this course.

ECED 135 • Health, Safety and Nutrition for the Young Child (3 Units)
This course presents healthy practices that promote safety, nutrition, and wellness for the young child. Strategies will be introduced that include families in developing health awareness. In addition, safety issues inclusive of disaster and emergency planning along with creating safe environments within an early education setting will be emphasized.

ECED 137 • Observation and Assessment (3 Units)
This course will offer opportunities for students to develop in-depth knowledge and skills as early childhood professionals with a focus on research, policy, and best practices in early childhood assessment and to link assessment to curriculum planning and program evaluation. Focus will be on students acquiring knowledge about informal and formal developmental screening assessment instruments for young children, how to select and how to use the appropriate one to determine initial information that will facilitate individual learning environments and strategies. Though not required, completion of ECED 101 and ECED 105 are recommended.

ECED 139 • Adult Supervision and Mentoring (3 Units)
This course will cover the methods and principles of supervising adults who are teachers, assistants, or volunteers in early childhood classrooms. Emphasis is on the role of experienced classroom teachers who function as mentors to new teachers while simultaneously addressing the needs of children, parents and other staff. Though not required, ECED 101 and ECED 103 are recommended prior to taking this course.

ECED 140 • Special Needs and the Inclusive Classroom (3 Units)
This course will provide a foundation of inclusive principles to be implemented in an early education program. Specific areas of study will include serving children in the classroom with identifiable needs. Services available within the community and strategies to meet the physical, intellectual, social, emotional and spiritual needs of the child will be explored. Biblical perspectives are integrated throughout the course.

ECED 142 • Music and Movement for the Young Child (3 Units)
This course will examine the effects of creative movement in the cognitive development of the preschool age child. It will provide a basic level of skills, methods and theory in music and motor activities that the teacher of preschool children can use to form a classroom community of learners. Students will develop a portfolio of materials, design music lesson plan samples and learn how to integrate the Bible into these plans. Areas such as listening skills, singing, movement education and creating instruments will be covered. Biblical perspectives are integrated throughout the course.

ECED 144 • Math and Science for the Young Child (3 Units)
This course applies child development principles to the planning of science and mathematics experiences for young children. Early childhood educators will investigate the interrelationship of math and science, and explore an organized, sequential approach to creating a developmentally appropriate math and science curriculum for preschool children. Content and teaching techniques support the perspective that children construct knowledge through a dynamic, interactive process that facilitates their development of working theories relating to math and science. Biblical perspectives are integrated throughout the course.

ECED 146 • Language and Literature for the Young Child (3 Units)
This course will help early educators build language opportunities into every curriculum area, explore methods of fostering language and emerging literacy skills for preschool age children through dramatic play, storytelling and puppetry. Students will examine how children learn and develop language skills. The course includes the study of children's literature, how to select literature and plan and design language arts curriculum from biblical perspectives. The importance of pre-reading experience will be addressed. This course will also explore how the teacher can help families foster fluency at home. Biblical perspectives are integrated throughout the course.

ECED 148 • Creative Art and the Young Child (3 Units)
This course will introduce students to methods of planning, presenting and evaluating creative art experiences for preschool age children. This course examines the early educator's role in supporting children's artistic growth. Media such as paint, clay, collage, chalk, woodworking and other methods for providing developmental art experiences will be explored. Students will learn the importance of encouraging, emphasizing and facilitating creativity, self-expression, concept and skill development through art. The teacher's role in encouraging children to express and explore their creativity is strongly emphasized. Biblical perspectives are integrated throughout the course.

ECED 150 • Spiritual Formation of Young Children
This course will further students' own understanding and personal journey of spiritual formation and how that relates to the spiritual transformation of young children. The process of how the inner life is formed in young children towards an intimate relationship with God will be discussed. Particular emphasis will be placed on relationship, experience, and practice of the spiritual disciplines that create the context for spiritual formation to occur. A systematic approach will be given that lays the foundation for regular practices in the classroom. The relationship between the church, home, and the early education program will be explored as the foundational environments where spiritual transformation is developed.

NURSING PROGRAM – RN TO BSN

Colette York, DNSc, Interim Director

MISSION: To provide scientifically sound, values-based nursing education to prepare graduates to lead with knowledge, integrity, and compassion in an increasingly complex health-care environment.

The RN to BSN program combines innovative curriculum, interdisciplinary teaching, and collaborative partnerships in a values-based baccalaureate program. The two-year course of study promotes critical inquiry, enhances the nurse's skill set, and prepares the nurse for leadership roles in the healthcare environment.

Admission Requirements

Preferred overall 3.0 GPA (out of 4.0) – official transcripts required for verification
Minimum grade of "C" (2.0) on all pre-requisite course work
Preferred GPA of 3.0 on all nursing coursework
Three letters of reference, at least one professional and one personal
Applicant's Statement of Purpose
Personal Interview
Verification of valid RN License
Verification of current certification in CPR
Background Check
Five years work experience recommended

***Prior to beginning NURS 420:**
Completed Health Exam form
Background Check (contracted by the university)
Malpractice Insurance (contracted by the university)

Degree Requirements

English Composition	**6 units**
English Composition (3)	
Research Writing (3)	
Humanities/Fine Arts	**6 units**
Communications (3)	
Humanities (3)	
Science with lab	**16 units**
Human Anatomy (4)	
Physiology/Human Biology (4)	
Microbiology (4)	
Chemistry (4)	
College Math	**3 units**
Philosophy/Religion	**3 units**
Social Sciences	**9 units**
Psychology (3)	
Sociology (3)	
Life Span/Development (3)	
Total General Education Units	**43 units**
Total Nursing Major Units (course descriptions follow)	**49 units**
Total Elective Units	**32 units**
Total units needed for B.S.N. degree	**124 units**

Nursing Course Descriptions

NURS 305 • Nursing Theory and Professional Practice (4 units)
This course assists students with their transition into the role of a BSN student. Special emphasis will be placed on the philosophy of the nursing program. Discussion and comparison of concepts will be applied to the practice of professional nursing. Integration of theory into the understanding and synthesis of subsequent course learning experiences will be explored.

NURS 310 • Information Technology in Nursing (4 units)
This course will be an introduction to computer applications in nursing and health care. They will develop computer literacy skills in the area of information processing, computer technology, steps for developing an information system and issues related to privacy and confidentiality. Students are expected to share their findings with class members in presentation format. Computer laboratory experience will include an investigation of computer applications within nursing, focusing specifically on their use in nursing administration, research, clinical practice and education.

NURS 315 • Writing and Critical Analysis of Health Related Issues (4 units)
Prerequisite: ENGL 220C or equivalent. This course focuses on critical thinking and research writing relevant to learning and practice in nursing. Includes self-assessment, collaborative learning, problem solving approaches, and clinical decision making. Applies critical analysis to health-related issues.

NURS 320 • Ethical Issues and Legal Aspects for Nursing and Health Care (4 units)
Prerequisite: NURS 315 and Recommend Philosophy or Religion completed. This course introduces students to the analysis of ethical issues and dilemmas arising in nursing practice and health care systems. Emphasis is placed on values clarification, models for ethical decision making, consideration of relevant legal aspects, and related documents such as the Nursing Code of Ethics that guide professional practice. Woven throughout the ethical discussions is reference to the importance of Christian values and a Christian worldview in identifying and solving ethical issues that arise out of the practice of nursing.

NURS 325 • Multi-Dimensional Assessment (4 units)
Prerequisite: Human Growth and Development. This course focuses on assessing the experience of health and illness across the lifespan through observations and interactions with individuals, families, and communities; specifically, stimuli that influence behavioral responses within health and illness. Lab fee.

NURS 330 • Introduction to Statistics with Emphasis in Health Sciences (4 units)
This course provides nursing students conceptual background of statistical techniques and statistical experience with an emphasis on application relevant to identifying outcomes. The course includes selecting, applying, and interpreting univariate and bivariate statistical methods. The applied statistical focus is on performing statistical procedures to answer research questions using existing health science databases. The course provides a framework for understanding and applying commonly used data analysis techniques in health care research using SPSS-PC.

NURS 405 • Nursing Research and Seminar (4 units)
Prerequisite: NURS 330. This course explores the historical, philosophical, and ethical aspects of nursing research. The relationship between nursing research and professional accountability is explored. An emphasis is placed on the principles and methods of research process with emphasis on evaluating research to determine significance and applicability to nursing practice. Students will apply concepts to a research project.

NURS 410 • Principles of Pathophysiology (4 units)
Prerequisite: Chemistry, Microbiology, Anatomy, Physiology. This course presents topics in pathophysiology, using a systems approach, as applied to current nursing practice. Selected major health problems, their pathophysiology and medical treatment are discussed. Topics from various scientific and clinical areas will be explored and coordinated with other courses in the nursing program.

NURS 415 • Sociocultural Contexts of Diversity (4 units)
This course examines how cultural, socioeconomic, religious, racial, generational, and lifestyle differences are experienced by members of society, and how these variables are related to health and disease. Also included is a concerted understanding of how cultural and social practices impact health both positively and negatively. This course is intended to be taken in conjunction with NURS 420 Community Health Nursing and Clinical Studies. Both courses are designed to help the student integrate diversity knowledge within the community health setting.

NURS 420 • Community Health Nursing and Clinical Studies (5 units) *
Prerequisite: NURS 415. This course, through clinical experience in community settings, will help the student develop the expertise to work with groups experiencing acute and chronic healthcare issues. This course is intended to be taken in conjunction with NURS 415 Sociocultural Contexts of Diversity: Implications for Nursing Practice. Ninety hours of clinical lab is required.
*Note the additional requirements before beginning this course

NURS 425 • Education Theory & Process of Teaching in Nursing (4 units)
This course explores education theory and skills in clinical teaching situations with emphasis on individuals, families, and groups. Content includes theories and principles of learning, teaching strategies and methodologies, teaching resources, assessment and evaluation of instruction. This course is designed to be taken in conjunction with NURS 430 Leadership/Management in Professional Nursing.

NURS 430 • Leadership/Management in Professional Nursing (4 units)
This course explores theories of leadership/management, concepts of power, motivation, decision-making, change, budgeting and management skills related to the professional nursing role in the health care system. This course is designed to be taken in conjunction with NURS 425 Education Theory & Process of Teaching in Nursing. The clinical component will be directed by the student's chosen future professional path (role).

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Resident Faculty

(Name and year of initial faculty appointment)

ADAMS, AARON, M.A.. (2008) Instructor of English. B.A., Vanguard University; M.A., University of Sussex.

ALFORD, DAVID M., Ed.D. (2006) Assistant Professor of Business and Management. B.A., University of California, Davis; M.B.A, University of Southern California; Ed.D., Pepperdine University.

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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
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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).

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