Notice
This catalog is for informational purposes and does not constitute a contract between students and/or applicants. Somerset Christian College reserves the right to revise without notice its regulations, fees, curriculum requirements, or other matters, as it deems appropriate. It’s in the best interest of the student to verify policies and procedures with the appropriate department prior to making decisions.

*SCC reserves the right to modify the College calendar at any time.
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Greetings from the President

Thanks for connecting with Somerset Christian College.

You’ve made an intelligent choice to look into SCC, a college where we not only believe in an intelligent Designer of the universe, but also in a personal, loving God, who has “fearfully and wonderfully” made you. And God has made you to be a message to the world that no one else can deliver.

Somerset is here to help you discover how to be that message. Whatever course program you choose, one thing is certain – you will be on a path of personal transformation, as you interact with an extraordinary faculty, staff, and students.

SCC is a new college being built on an old foundation. For over a century men and women have taken biblically faithful courses in a wide variety of fields to learn better how to serve God, society, and the Church. Since 2001, the college has been the only evangelical college chartered by the State of New Jersey, operating in Zarephath, Somerset County, NJ. Besides our growing enrollment there, SCC is now beautifully located in a prime spot in Newark.

Now, having achieved the highest level of accreditation available to any university or college, Somerset is an ideal college for you to pursue your vocational dreams while also building your faith.

Perhaps God is calling you to add to the blessing of this rapidly growing, multi-cultural community of faith. If so, we welcome you with joy!

Cordially,

President David Schroeder
Welcome to Somerset, a Christian College dedicated to helping you pursue God’s purpose and your passions in higher education. SCC is an accredited undergraduate institution that is faithful to biblical Christianity, grounded on the authority of God’s Word, and committed to teaching Christians to serve Christ with passion and purpose. As He came into the world to serve God and humanity, you also are invited to learn how to invest your life to make an impact that will last.

Global Outlook

SCC stands within the Wesleyan heritage in embracing a world-wide parish, including the privilege to serve the poor and needy, an earnest devotion to the empowering work of the Holy Spirit in every believer, and willingness to seek unity and cooperation with other believers on all that is essential to faithful Christian life.

Such commitments provide endless possibilities by which Somerset Christian College works to implement its mission for every student. We start by affirming a heartfelt desire to welcome students of various theological traditions and various ethnic, national, and / or racial heritages. With this global outlook, SCC also seeks to co-labor with area churches and denominations of kindred heart.

Mission Statement

Somerset Christian College educates, inspires, and equips students for excellent scholarship, service, and leadership. Rooted in and committed to Christian faith and love, SCC fosters intellectual, spiritual, and social development among its diverse student population at various instructional sites.

Institutional Values

Embodying Christian Belief and Practice:
Committed to biblical truth and love

Excelling in Our Educational Mission:
Transforming minds for career callings

Fostering Community to Build Communities:
Creating environments of grace and mercy

Practicing Stewardship with Integrity:
Maximizing gifts, talents, resources and opportunities

Embracing Cultural and Ethnic Diversity:
Because it is biblical, not politically correct
Licensure and Accreditation

Somerset Christian College is licensed by the New Jersey Commission on Higher Education to offer Bachelor of Arts degrees in Biblical Studies, Psychology and Counseling, and Business Administration and Management. SCC also offers an Associate in Biblical Studies degree.

Middle States Commission on Higher Education
Somerset Christian College is accredited with the Middle States Commission on Higher Education (MSCHE), the unit of the Middle States Association of Colleges and Schools that accredits degree-granting colleges and universities in the Middle States region. The Middle States Commission on Higher Education is located at 3624 Market Street, Philadelphia, PA 19104 and can be reached by telephone at (267) 284-5000.

The Association for Biblical Higher Education
Somerset Christian College is also accredited by the Association for Biblical Higher Education (ABHE), an institutional accrediting body recognized by the Council for Higher Education Accreditation. Any questions or concerns about SCC can be addressed to the Association for Biblical Higher Education, 5575 S. Semoran Blvd. Suite 26 Orlando, FL 32822; (407) 207-0808

Theological Heritage

Somerset Christian College was founded as an undergraduate level institution in the Wesleyan-Arminian theological tradition. Its doctrinal emphases derive from John Wesley (1703-1791), the leader of the Methodist movement and father of the Methodist Church. Wesley, an Oxford-educated minister of the Church of England, held all of the orthodox beliefs of the Anglican faith, including a high view of Scripture as God's written Word. Wesley's experience of saving faith at Aldersgate Street in 1738 set the stage for the Methodist revival in England. His emphasis upon evangelical conversion, free to all who trust in Christ, and personal holiness, marked by a love for God and neighbor, formed the foundation of Methodist teaching. Somerset Christian College is committed to the historic Wesleyan interpretation of evangelical Christianity and ministry as reflected in its Statement of Faith.

The College holds that there is one Church universal according to the ancient Apostles' Creed. At the same time, SCC recognizes that the one Church in time and history is made up of many confessing traditions and denominations. The College is committed to an approach to Christian undergraduate education that is based upon the classical Christian faith with its apostolic view of the church as one body with many members.

Therefore, SCC seeks to educate students of various theological traditions for service within their own denominations and churches. In addition, the College creates a climate for study and fellowship which encourages, equips, and enhances spiritual development and ministry.
History

Somerset Christian College is an educational ministry of the Pillar of Fire, International. The Pillar of Fire was organized in 1901. It is an evangelical organization with theological roots in the Methodist Episcopal Church and the nineteenth century American Holiness Movement. For further information about the POF, see the web site at http://www.pillar.org/.

Zarephath Bible Institute (ZBI) was founded in 1908 as a training school for missionaries, preachers, and teachers. Over the years, it has prepared many students to serve in various occupations in numerous Christian ministry organizations.

ZBI became Somerset Christian College on March 23, 2001 when the New Jersey Commission on Higher Education issued the license to grant the two-year Associate in Biblical Studies degree. In 2006 the college was approved to offer four-year Bachelor of Arts degrees.

Statement of Faith

The following is a concise statement of the Wesleyan-Arminian theological doctrines upon which Somerset Christian College is founded. While students are not required to subscribe to all of the following points, all agree to honor the rich tradition upon which this institution was established.

God
We believe that there is one God, creator and sustainer of all things, infinite in love, perfect in judgments, and unchanging in mercy. God exists eternally in three persons: Father, Son, and Holy Spirit.

Jesus Christ
We believe Jesus Christ is God's Son incarnate, born of the Virgin Mary. He died for the sins of all, taking on Himself, on behalf of sinful persons, God's judgment upon sin. He rose bodily from the grave and ascended to the right hand of the Father where He intercedes for us.

Holy Spirit
We believe that the Holy Spirit is God present and active in the world. The Holy Spirit was given to the Church in His fullness at Pentecost. By the Spirit, Christ lives in His Church, the gospel is proclaimed, and the kingdom of God is manifested in the world.

Scripture
We believe in the divine inspiration, truthfulness, and authority of both the Old and New Testaments, the only written Word of God, without error in all it affirms. The Scriptures are the only infallible rule of faith and practice. The Holy Spirit preserves God's Word in the Church today and by it speaks God's truth to peoples of every age.
Humankind
We believe human beings were created in the image of God. This image was marred in every part through the disobedience of our first parents, and fellowship with God was broken. God, by His prevenient grace, restores moral sensibility to all humankind and enables all to respond to His love and to accept His saving grace, if they will.

The Church
We believe the Church is the people of God composed of all those who believe in Jesus Christ as Savior and Lord. The Church is Christ's body; it is visible in the world wherever believers, in obedience of faith, hear the Word, receive the sacraments, and live as disciples.

Justification
We believe God graciously justifies and regenerates all who trust in Jesus Christ. Believers become children of God and begin to live in holiness through faith in Christ and the sanctifying Spirit.

Assurance of Believers
We believe the inward witness of God's Spirit with their spirits assures believers that they are children of God, by faith in the gracious promises of God's Word, and by the fruit of the Spirit in their lives.

Entire Sanctification
We believe God calls all believers to entire sanctification in a moment of full surrender and faith subsequent to their new birth in Christ. Through sanctifying grace, the Holy Spirit delivers them from all rebellion toward God and makes possible wholehearted love for God and for others.

This grace does not make believers faultless nor prevent the possibility of their falling into sin. They must live daily by faith in the forgiveness and cleansing provided for them in Jesus Christ.

Christians in Society
We believe Christians are called to live in daily witness to the grace which comes to them in Jesus Christ, to preach the gospel to every person according to the command of Christ, and to declare God's insistence upon righteousness and justice in all relationships and structures of human society.

Return of Christ
We believe in the personal return of Jesus Christ, in the bodily resurrection of all persons, in final judgment, and in eternal reward and punishment.

God's Ultimate Victory
We believe in God's ultimate victory over Satan and all evil and the establishment of His perfect kingdom in a new heaven and a new earth.
Campus and Facilities

Location
Somerset Christian College is located on a beautiful campus in scenic Franklin Township in the middle of Somerset County between the banks of the historic Delaware & Raritan Canal and the Millstone River. Zarephath is also the headquarters of the Pillar of Fire International and its related ministries. The Zarephath community is situated on approximately 500 acres of farmland, about half of which is still being used for agricultural purposes today.

Zarephath is also home to Star 99.1 FM radio station, Zarephath Christian Church, Urban Impact, and Victory Sports Camps. Zarephath, New Jersey is easy to reach from all points west as well as from the New York and Philadelphia metropolitan areas. SCC is located on Weston Canal Road, 2 miles west of Exit 12 of Interstate 287. I-287 runs north and south through central and northern New Jersey. It intersects along its course with I-78 as well as the Garden State Parkway and the New Jersey Turnpike. SCC is approximately 50 minutes from Newark International Airport.

Facility Resources
The SCC campus is located 30 miles from New York City, along the Delaware and Raritan Canal, situated on the property of Pillar of Fire International. The campus currently consists of three main buildings and two ancillary buildings on Pillar properties as well as several other facilities open for public use. Total square footage of the portion of the buildings reserved for SCC is just under 24,000 apportioned out in the three primary buildings occupied by SCC as: SCC Administrative and Classroom Building (14,000 square feet), Ray B White Chapel (1,925 square feet), and Arthur K. White Library (8,050 square feet).

A brief description of the buildings and their respective functions is given below.

- The SCC Administration Building serves as the main building for college operations, housing the central administration offices, classrooms, student café, student lounge, and main media and technology lab.
- The Arthur K. White Library contains over 50,000 volumes and houses classroom space, faculty offices, and a secondary, smaller computer lab.
- The Ray B. White Chapel is a multipurpose, one-room chapel that serves as a worship center, small auditorium, classroom, and meeting space.
- The Pillar of Fire Main Building (ancillary) houses the offices of Pillar of Fire International, including a dining hall that provides some meals for staff, faculty, and students.
- Zarephath Christian Church (ancillary) is available for major college events such as convocations and graduation events. It also hosts the broadcast facilities of Star 99.1 Christian radio station.
- Facilities with open access for common use include the Wilson Gymnasium, athletic fields, courtyard space, and public canal walk.
Somerset Christian College – Newark Center

In order to make the SCC educational experience more readily available to the urban areas of New Jersey and easily accessible from New York City, the college has established a beautifully accommodated facility in the heart of the commercial area of Newark. As the largest city in the state, Newark is a major transportation hub in the northeast. All train lines travel to Newark’s Penn Station, which is only blocks away from SCC – Newark.

The new site is on the 7th floor of the Military Park Building, 60 Park Place. Located one block south of the Performing Arts Center (PAC) and four blocks north of the Prudential Center, the Military Park Building is a prestigious high-rise building that hosts an interesting array of professional corporations. SCC’s Newark Center features beautiful views facing west and south from the five classrooms, which are state-of-the-art learning centers. The space also includes a reception area, an admissions office, a student lounge with kitchenette, a media lab/classroom, a large meeting room, and two executive offices.

Map of Somerset Campus
Things to do

Somerset County
Somerset Christian College is located in Franklin Township in the heart of central New Jersey. Covering 305 square miles, Somerset County blends rich agricultural land and graceful country estates with modern industrial parks and residential communities.

It is an area rich in history, once serving as a crossroads and resting-place for stagecoach travelers bound for Philadelphia and canal boats traveling between the Delaware and Raritan rivers. Today, Somerset County still serves as a crossroads for travelers into and out of the New York and Philadelphia metropolitan areas.

New Jersey
New Jersey boasts some of the most interesting historical sites in the nation. Princeton Battlefield, Washington's Headquarters, Ellis Island, and the Statue of Liberty are all within easy reach of Zarephath. The New Jersey State Aquarium and Liberty Science Center, along with a host of museums, enhance life in the Garden State. There are thousands of acres of state and county forests and parks offering hiking, camping, fishing, canoeing, and other outdoor activities. There are several fine ski resorts located in the State. New Jersey has professional basketball, football, and hockey teams which play at the Meadowlands Complex. In addition, the State is home to several Minor League baseball teams. The beautiful New Jersey shore is renowned for its clean, white sand beaches and seaside boardwalks.

New York City and Philadelphia
Located geographically between New York and Philadelphia, SCC students have access to some of the finest cultural and historical resources in the United States. In addition to its well-known landmarks such as Broadway and the Empire State Building, Manhattan offers a plethora of museums, historic churches, and cultural exhibits - all accessible from New Jersey via public transportation. Philadelphia contains such national treasures as Independence Hall and the Liberty Bell as well as points of interest like the Franklin Institute and the United States Mint.
Admissions Policies and Procedures

Welcome to All

Somerset Christian College admits all qualified students of any race, color, disability, national or ethnic origin to all the rights, privileges, programs, and activities available through the College.

SCC does not discriminate on the basis of gender, race, color, disability, national or ethnic origin in administration of its educational policies, admission policies, financial aid, or other school administered programs. In admission to and enrolling at Somerset Christian College, students enter into a covenant of respect for the Faith Statement and agree to adhere to the Ethos Statement of SCC.

Prospective students and other persons interested in learning more about Somerset Christian College are cordially invited to arrange for a campus visit. Please call toll free (800) 234-9305 or email info@somerset.edu to make an appointment. Administrative offices are open Monday through Thursday 9 a.m. to 7 p.m., and Friday until 5 p.m., except holidays.

The SCC Ethos

The Somerset Christian College is a community of believers who have committed themselves to Jesus Christ as Savior and Lord. It is a community where persons seek to live out their commitment to Christ in lives of sanctity at both the personal and social level in accordance with Scripture. Students, faculty, staff, and administrators seek to develop and nurture relationships in mutual respect. They exercise their responsibilities within certain policies and structures that make it possible for the institution to fulfill its mission. Members of the Somerset Christian College family bear witness to the authentic Christian faith by living and working in true Christian discipleship. Personal integrity, purity, and love for one another are the hallmarks of this discipleship which in turn influences the entire community.

Through shared experiences in classes, study, chapel services, meals, small groups, and prayer meetings, the members of this community encourage one another to find wholeness in Christ and fitness for ministry in the church and other vocational settings. Based on these general principles outlined in the SCC Ethos, a standard of conduct emerges.

Standard of Conduct

At Somerset Christian College, we strive to bring all of life under the Lordship of Jesus Christ. We believe that a personal faith in Jesus Christ is the foundation for social, intellectual, and spiritual growth; further, the College believes that as ethical principles of the Christian faith are applied to life, certain actions are beneficial and others are detrimental to the development of Christian character.

Spiritual discernment and godly empowerment are needed in seeking to lead a holy life. The degree to which the student’s eyes, ears, and hearts are trained to engage their culture determines how they will form Christian character.

God’s Word specifically states that some actions such as stealing, the use of slanderous or profane language, occult practices, and sexual sins such as premarital sex, adultery, and homosexual behavior are unacceptable; actions motivated apart from love and faith are dishonoring as well. The use of illegal drugs and other substances that are harmful to the temple of the indwelling Spirit are prohibited.
Admissions Requirements

In reviewing applicants for admission to the college, SCC personnel will consider the applicant’s previous academic records, including grade point averages, standardized test scores (if applicable), extra-curricular activities, experience, and character.

CHRISTIAN COMMUNITY EXPECTATIONS

The stated purpose of Somerset Christian College is to provide a Christ-centered education to persons of diverse backgrounds and Christian traditions. It is important that the values of the applicant be compatible with those of the college community. Students are asked to read the standard of conduct on the supplemental application. Upon reading and agreeing to honor the standard of conduct they are asked to sign the admission application. To determine whether the applicant can benefit from the programs and environment of the College, three areas are important:

- Participation - As a Christian college, SCC periodically holds religious services such as chapel; also, the curriculum requires that all students take a minimum of six Bible or theology courses in the bachelor degree programs.
- Lifestyle – The applicant’s lifestyle should reflect biblical principles.
- Perspective – It is important that the applicant have a basic understanding of the theological perspective of evangelical Christianity.

IMMUNIZATION POLICY

Somerset Christian College, in compliance with the New Jersey Administrative Code (N.J.A.C. 8:57-6.5-6.9) and Health Department regulations, requires persons born January 1, 1957, or later to show proof of vaccinations for Measles, Mumps, Rubella and Hepatitis-B prior to arrival at school.

Religious Exemption:

A student shall be exempted from mandatory immunization if the student objects thereto in a written statement submitted to the institution, signed by the student or a parent or legal guardian if a minor, explaining how the administration of immunizing agents conflicts with the student’s religious beliefs; except as provided at N.J.A.C. 8:57-6.8(b) and 6.9(f).

ACADEMIC REQUIREMENTS: MATRICULATING

A matriculating student is a student working towards an Associates or Bachelors degree. Degree-seeking students follow the recommended course outline, according to their program, to graduate within a timely manner.

Upon acceptance to the College, all degree-seeking students (including LEAD students) will be asked to sit for an English Placement Exam. This will assist us in assessing a student’s proficiency in English writing to ensure academic success. SCC reserves the right to require remedial, non-credit courses in English if a degree-seeking student demonstrates deficits in these areas. Those students taking remedial, non-credit courses in English may be able to enroll in other courses as deemed appropriate by the College. These students will not be allowed to enroll in LEAD courses until they have successfully completed the English Composition I course.
First-Time Freshman Applicants
Three factors are considered in relation to First-Time Freshman Applicant's high school grades: (1) the overall grade point average; (2) the applicant's class rank and the school size; (3) the grade pattern from the freshman to senior year. It is expected that the applicant have a minimum 2.0 grade point average (on a 4.0 system). Transfer students are also expected to have attained at least a 2.0 GPA in previous college work.

All applicants who have graduated high school within the last two years are required to submit SAT or ACT test scores. The College's minimal standard is a combined score of 990 on the SAT test (510 verbal/480 Math) or a composite score of 21 on the ACT test.

Applicants exempt from the SAT/ACT requirement include those who have submitted a GED score, earned an undergraduate degree, those who graduated high school more than 2 years past the time of application, transfer students with more than 60 credits and a GPA of 2.0, those who request non-degree seeking status, and auditors.

Applicants for whom English is a second language and who demonstrate deficiencies in English must take the TOEFL examination administered by the College Entrance Examination Board or the SAT. The College requires a minimum score of 550 for acceptance.

A student who does not meet SCC's minimum academic entrance standards may be granted provisional acceptance. The student will be allowed to carry no more than 12 credit hours per semester. An evaluation of academic progress will be given after the completion of 12 credit hours and upon demonstrating satisfactory academic progress, full admission status may then be granted. Students may be admitted on a provisional basis for no more than 12 credit hours.

High School Graduates
The ability to perform successfully in SCC’s academic environment is judged by the student's previous educational experience and relevant test scores. The college requires that applicants have a high school diploma representing a minimum of 15 units. The College recommends that 12 of these units be distributed in the following manner: English, 4; Social Studies, 3; Foreign Language, 2; Science, 2; Mathematics, 1. An official high school transcript must be submitted.

Home-schooled students
A transcript of subjects studied and grades, including a cumulative grade point average, should accompany the application whenever possible. Home-schooled students should also send SAT or ACT test results. Information regarding these tests can be located through local high school guidance offices. If the home-schooled student chooses to take the General Educational Development (GED) tests, please forward a copy of the GED diploma and an official statement of the test scores. Home-schooled students must send proof of graduation at the completion of their senior year unless they have submitted the GED results.

Applicants with High School Equivalency
Applicants who hold a high school equivalency diploma on the basis of the GED tests must submit an official transcript of high school work, a copy of the GED diploma, and an official statement of the test scores.

Transfer Student
A transfer student is one who has attended and/or graduated from another institution of higher education. Students with a grade point average of 2.0 or higher (4.0 scale) and in good standing are encouraged to apply.
Transfer students are expected to complete a minimum of 30 credits from SCC for the Bachelor's degree and a minimum of 15 credits from SCC for the Associate's degree. The registrar will evaluate academic transcripts once the student is accepted to SCC. Upon acceptance to the College, transfer students will be asked to sit for an English Placement Exam. This will assist us in assessing a student’s proficiency in English writing to ensure academic success. SCC reserves the right to require remedial, non-credit courses in English if a degree-seeking student demonstrates deficits in these areas. Those students taking remedial, non-credit courses in English language may be able to enroll in other courses, as deemed appropriate by the College.

Applicants with previously completed college level course work are required to submit official transcripts from all institutions previously attended as part of their application packet.

**Admission into the LEAD Program**

In addition to the above requirements for transfer students, applicants desiring to enroll in the Life Enhancing Accelerated Degree (LEAD) Program must demonstrate completion of at least 48 credits of transferable college level academic work. Applicants for the LEAD Business Administration and Management major may submit an Employer Recommendation Form in place of the Pastoral Recommendation Form.

**Re-admitted Student**

Students who previously attended SCC and have not enrolled for three or more consecutive semesters must apply for readmission under degree requirements in effect at the time of their readmission. Official academic transcript(s) of all college work completed during the interim may be requested. All financial obligations and academic requirements must be met for re-admittance.

**International Student**

Presently, SCC does not grant student visas for non-resident international students.

**ACADEMIC REQUIREMENTS: NON-MATRICULATING**

**Audit Student**

Applicants who desire classes for personal enrichment in audit status do not accumulate credits toward a degree, nor do they have access to faculty evaluation and advising. Audit students must submit an application and recommendation form to the admissions office for approval. Audit students must obtain instructor approval prior to admission. Individual course instructors reserve the right to prohibit their course from audit options. Students wishing to change their auditor status to degree-seeking must satisfy all admissions requirements for a matriculating student. Audit students are not guaranteed admission to the college. If there is an overflow in the class, current students auditing the course may be asked to give up their seat to accommodate credit seeking students.

**Non-degree Seeking Student**

A student may enroll in up to 12 credits as a non-degree seeking student. A non-degree seeking applicant is required to submit an application, personal essays, and recommendation forms. Upon completion of 12 credits, a student must request a change of status to degree seeking and satisfy all admissions requirements for a matriculating student.

**Pre-College “Concurrent” Student**

A junior or senior in high school (upon acceptance) may enroll in select 100 or 200 level courses at Somerset Christian College for college credit. Students demonstrating the ability to successfully complete college-level academic work are welcome to apply by submitting a complete application packet. The student may be asked to take a placement exam for admission purposes. (See Academic Policies for complete program details)
Application Procedures for Admission

Forms for application for admission may be obtained directly from the Office of Admissions, Somerset Christian College, 10 College Way, Zarephath, NJ 08890. The following items are required for admission:

- Application (online or paper)
- $35 Application fee
- Personal Essays
- General Recommendation Form or Letter
- Pastoral or Employer Recommendation Form or Letter
- Official Academic Transcripts
  (High school transcripts not required for transfer students with 12 or more earned college credits)
- Official SAT or ACT scores for recent high school graduates
- Immunization Records

Applicants will receive notification of acceptance status after all items have been reviewed.

For transfer of credit

- Course work must be completed at an accredited institution. Credits from unaccredited institutions will be evaluated on a case-by-case basis.
- SCC must offer a similar course or program of study.
- Only courses in which a grade of “C” (2.0) or higher is earned will be considered for transfer. Course work completed on a Pass/Fail or Satisfactory/Unsatisfactory basis typically will not be transferred.
- Courses transferred do not affect the SCC average and grades received for those courses do not appear on the SCC transcript.
- Courses at SCC carry semester hours of credit. Courses evaluated for transfer from colleges and universities with different credit systems (quarter hours, units) are converted to semester hours of credit.
- Course work can transfer either as a specific course (e.g. ENGL 101) or as elective credits in a subject area.

PLEASE NOTE: Evaluations for transfer of credit by the Office of the Registrar are based upon the best available information at the time. Revisions to a course evaluation may be made based on the receipt of new information and no evaluation is officially complete until credits appear on the student’s SCC transcript.

Official College Transcript Policy

An acceptable official college transcript is one that has been issued directly from the institution, either by sealed envelope or by authorized electronic delivery. If you have one in your possession, it must still be in its original sealed envelope. Official college transcripts are not required initially for acceptance if unofficial transcripts are provided. However, all official transcripts must be received by the completion of the student’s first term in order for the student to be eligible for registration in the following term.
Financial Policies and Procedures

Somerset Christian College is committed to providing an excellent cost-effective education for its students. Tuition and fee rates, payable each semester, are set annually according to economic conditions within the college and industry standards.

Tuition and Fees

**Tuition**
$15,000  Annual Full Time Student Tuition

**Tuition Rates**
$7,500  Block Rate (12-17 credits per semester)
*Block rate is not available to LEAD, Online and Independent-study courses

$625  Per credit rate (11 or fewer; 18 or more credits per semester)
*Online and Independent Study Courses are charged at per credit rate

$150  Audit rate per credit + $125 in semester fees
*Summer and Audit classes are charged ½ of the semester fees.

*Note:* For the LEAD program, tuition is set at the cohort start date and remains the same for the duration of the program. Courses taken outside of the LEAD program are charged at then current tuition rates. *Enrollment in a LEAD term financially obligates the student for the entire four class semester.*

**General Semester Fees:**
- Registration Fee  $75
- Online Services Fee  $75
- Media Lab Fee  $65
- Student Activity Fee  $10

Per Semester Total  $225  *All fees are non-refundable.*

**New Student Enrollment Deposit**
New student deposit  $100.00  *Non-refundable,* applied toward tuition and fees. *Required* to secure slot in upcoming classes.

**Traditional Program:**
Deposit is required upon registration.

**LEAD Program:**
Deposit is required upon registration and no later than cohort Orientation.

**Additional Charges**
- Application Fee  $35.00 Payable upon submission of application; *non-refundable*
- Health Insurance  $500.00 Est annual charge for full-time students w/ no health coverage
- Transcript Fee  $10.00 Charge for each transcript
- CDC Evaluation Fee  $45.00 Evaluation fee for each Credit by Demonstrated Competency project for which the student applies
- CDC Transfer Fee  $45.00 Per credit accepted for transfer by Demonstrated Competency
- Graduation Fee  $100.00 Payable upon the last semester of degree completion
- Returned Check Fee  $35.00 Per occurrence
- Books and Materials Fee  $600.00 Per semester, for LEAD students only
Payment of Student Accounts

All semester expenses must be paid in US currency. Students are billed for tuition based upon their registration schedule. Fees are charged according to the schedules shown above. After Financial Aid eligibility is verified, students must then pay in full any remaining balance (or have made the first payment of their installment plan) by the first day of class. Registration will not be considered complete until balance is paid or installment payments have begun.

1) No student will be seated for class at the beginning of a semester without having paid at least one-fourth of the semester tuition bill after any guaranteed financial aid awards are factored in.

2) Within 45 days after the start of a semester a determination will be made as to whether the student may continue in the semester.

3) Students who have not settled their accounts prior to 21 days before the end of a semester may be forced to withdraw from all courses with no academic credit granted. Transcripts will display a WP for “Withdrawn Passing” or a WF for “Withdrawn Failing” based upon course work completed at the time of the withdrawal.

4) The college will enforce the existing Student Accounts policy.

Student Account “HOLD” Status:

Students who have not paid their balance in full, or who fail to maintain their payment schedule on an installment plan, may be placed on “HOLD”. When a student’s account is in “HOLD” status, the student will not be able to receive grades or academic credit for classes attended, recommendation letters will not be permitted to be sent in the students behalf, transcripts will not be sent to other academic institutions, and the student will not be permitted to graduate or enroll in additional classes.

A late payment fee, applied monthly, may also be added to any unpaid balance according to the following schedule:

<table>
<thead>
<tr>
<th>Balance of $100 to $1,000</th>
<th>Monthly Fee</th>
<th>$25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance of $1,000 to $5,000</td>
<td>Monthly Fee</td>
<td>$50</td>
</tr>
<tr>
<td>Balance in excess of $5,000</td>
<td>Monthly Fee</td>
<td>$75</td>
</tr>
</tbody>
</table>

Accounts with a past due balance of 120 days will be given over to a collection agency; the student is responsible for all collection fees.

Payment Plan Options:

Students who wish to pay all or any portion of their balance on an installment basis may take advantage of a payment plan made available through Tuition Management Systems, Inc. (TMS). Under this plan, the balance is paid in monthly installments. For information, and to apply for a TMS payment plan, log onto www.afford.com/somerset or call 1-888-285-3052.

Please note: if a student misses two consecutive payments on the TMS payment plan, TMS will deactivate the account. In rare cases, if a student’s past payment history warrants, Somerset Christian College may deny the students eligibility to participate in the TMS payment plan option.

Somerset Christian College does not accept private payment plan arrangements directly from the student to the college. Therefore, if the student is not eligible for the TMS plan the student must pay 100% of the semester balance, minus any expected financial aid, before the first day of class.
Withdrawal of Course(s):

Refund Schedule:
Students who withdraw from or drop courses are eligible for refunds of tuition according to the following schedule:

- **Fall / Spring Terms:** Week 1 - 100%, Week 2 - 80%, Week 3 - 50%, Week 4 - 0%
- **LEAP / Summer / Online Terms:** Week 1 - 100%, Week 2 - 50%, Week 3 - 0%
- **Any LEAD Term:** Week 1 - 100%, Week 2 - 80%, Week 3 - 50%, Week 4 - 0%

*Note:* Enrollment in any LEAD term financially obligates the student for the entire four class semester. Unlike a Traditional program, the courses in a LEAD program semester are taken one after another in a series. A student enrolls in the entire four class semester, not only the first class of the semester. Because of this, no tuition refunds will be issued under the LEAD program after the third week of a semester, even if classes enrolled for have not yet begun.

Withdrawing from or dropping classes may result in a change to a student’s Financial Aid status. Certain Federal or State grants and loans, as well as SCC scholarships and grants, are based upon how many credits a student is attempting at any one time. If withdrawing from or dropping a class changes the student’s status, funds that have been credited to the student will be removed, which may result in the student owing a balance to SCC that had previously appeared to be covered by the financial aid. Money that had already been disbursed to the student as a refund (or “stipend”) might have to be repaid to SCC immediately so it can be returned to the Federal Government. This is not a Somerset Christian College policy; this is required by the Federal Government and other granting agencies.

Every student should be very careful about withdrawing from or dropping classes without first considering the implications.
Financial Aid

Financing a college education requires determination, careful planning, and most importantly – faith. While we maintain that paying for a college education remains the responsibility of the student, we also believe that God provides for those who are diligent in obeying His call. Students seeking financial aid should review resources available through the Somerset Christian College Financial Aid office.

Somerset Christian College makes it a priority to offer our students a quality education at the lowest possible cost. Tuition and fees only cover a portion of the total cost of education. Additional funds offsetting the cost to students are derived from gifts to the College from area churches and contributors. In this way every student receives assistance through our affordable tuition structure.

SCC operates a full student financial aid program, including grants, scholarships, loans and employment, allowing any student a realistic opportunity to finance their college education. More than 95% of all SCC students who apply for financial assistance to further their education receive it. We are aware that each family offers a unique financial situation and our Financial Aid staff is available to work with students to find the resources to fund their education at SCC.

Students start the process by completing the Free Application for Federal Student Aid (FAFSA) to determine financial need for all scholarships and grants. Additional information and an application to our financial aid program can be found online at (www.somerset.edu Admissions/Financial Aid).

Valuable tips for applying for financial aid are listed in the next section.

Somerset Christian College provides equal educational and employment opportunity to all qualified persons regardless of their economic or social status and does not discriminate in any of its policies, programs, or activities on the basis of sex, age, race, ability, marital or parental status, color, or national or ethnic origin.
Applying for Financial Aid

In order to be eligible for any type of Federal Financial Aid you must:
· Be enrolled in a degree seeking program
· Be enrolled for at least 6 credits

Eligibility for most aid sources starts by completing the FAFSA (Free Application for Federal Student Aid). Below are some tips that will help you work through the process.

**Step 1. Begin by Completing a FAFSA (Free Application for Federal Student Aid):**

If you do not already have a PIN NUMBER from having applied for Financial Aid previously, then both the student and the parents (if student is under the age of 24) should first apply for a pin number (electronic signature) by visiting [www.pin.ed.gov](http://www.pin.ed.gov).


The newly designed FAFSA website allows the applicant to link automatically to the IRS system, and will electronically load all pertinent information into the FAFSA application. A small set of “identification” questions will be asked, and it might be handy to have the previous year’s tax return for the student and parents available to confirm some items. (This new design saves a LOT of time.)

Where the form asks for the school code, enter Somerset Christian College’s code: **036663**. (New Jersey students must list SCC or a New Jersey based college as their FIRST choice to be eligible for TAG funding (described below.) (Students transferring to Somerset from another college must visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to change their school choice code to add Somerset Christian College (036663) to their FAFSA information.)

New Jersey residents will want to make sure they provide DRIVER’S LICENSE information through the FAFSA application: This will help link your FAFSA information to the New Jersey HESAA (see below) to more easily allow processing of available New Jersey state funding.

The student (and parent, if the student is under the age of 24) “signs” the FAFSA by using their respective pin numbers. You may then complete the FAFSA process.

Some information will be presented to you immediately, on screen, after you complete the process. You will be informed if you qualify for loan money, and a link will be provided to more information about the Direct Stafford Loans.

Also on this final page of FAFSA, if you entered your DRIVER’S LICENSE information above, there may be a direct link to your state granting agency. **New Jersey residents will want to take advantage of the link to the New Jersey HESAA application.**

The Estimated Family Contribution (EFC, see sidebar above) will be sent to the student by email for use when completing the Financial Aid Interview. The student must read through the report carefully to determine that all the information on the report is accurate. If the student listed Somerset Christian College as the first college of choice when completing the FAFSA, our Financial Aid Office will also receive this information electronically.
Step 2. Register with the SCC Financial Aid Office
After completing the FAFSA, the student must complete the financial aid process at the SCC Financial Aid Office. The SCC Financial Aid Office will help the student estimate award amounts (both grants and loans), complete a financial aid interview (required by Federal Law), and provide general counseling about financial obligations and borrowing details.

Step 3. Sign Master Promissory Note If Applying For Loans
Depending on your EFC (as defined above), you may eligible to receive PELL GRANT funding. Funds you receive from a PELL GRANT do not need to be repaid to the government. If, however, you do not receive enough PELL GRANT funding to cover your entire “Cost of Attendance,” you might decide to borrow the additional funds through the government Direct Stafford Loan program. Loans must be re-paid, but repayment of the loan typically begins six months after the date the student ceases to be enrolled at least halftime (6 credit hours), and repayment terms may extend over a ten-year period. If you decide to borrow money from the government through the Direct Stafford Loan program you must “sign” a Master Promissory Note (MPN). YOU CANNOT BORROW MONEY WITHOUT SIGNING A PROMISSORY NOTE. To begin to explore the borrowing process go to www.studentloans.gov

Step 4. Review Your Award Letter
When your application has been processed, you will receive a notice listing the amount of federal aid you are eligible to receive. This will show both GRANT and LOAN funds. Notify the SCC Financial Aid office immediately should you have any questions about your Award Letter.

New Jersey Residents
The State of New Jersey offers grant money to certain residents through the Higher Education Student Assistance Authority (HESAA). This is called a Tuition Assistance Grant, or “TAG”. Although New Jersey uses some of the information that you entered on your FAFSA, New Jersey student aid is calculated separately from this process. The first Student Eligibility Notice (SEN) you may receive from HESAA might state that you are ineligible for tuition aid grants for the academic year at Somerset Christian College because all programs of study are not approved for NJ State Grant and Scholarship programs. This is a form letter. You will become eligible when the SCC Financial Aid office updates HESAA’s system. Another SEN will be sent to you listing your eligibility for state aid.

In addition to all of the above, the student may qualify for other scholarships and grants offered at Somerset Christian College. See below for more information. These are also listed in detail at our web site under Admissions/Scholarships & Grants, where you may also obtain application instructions.

Note: All returning students must file their FAFSA by June 1st to be eligible for NJ Tuition Assistance Grant (NJ TAG).

Verification Process
After you complete your FAFSA you may be asked by SCC or the Higher Education Student Assistance Authority (HESAA) to provide tax or other documentation to verify the information. It is important to respond quickly to avoid delay in financial aid processing.

Somerset Christian College does not disburse any Federal Student Aid until the verification process is complete and any corrections required have been made. If verification documentation is not received prior to the beginning of classes the student will be required to pay tuition in full on the first day of class.
Entrance/Exit Counseling for Student Loans
All student loan borrowers are required, per federal regulations, to complete a Federal Direct Stafford Loan ENTRANCE INTERVIEW. The Entrance Interview must be completed before any loan funds can be applied to the student’s account. Visit www.studentloans.gov to do this.

If you open a student loan you will find it very helpful to visit www.nslds.gov to review and keep track of your loan(s) as you progress through school.

A Federal Direct Stafford Loan EXIT INTERVIEW is required to be completed prior to graduation or whenever a student is enrolled for fewer than 6 credit hours. The Exit Interview is conducted online at www.nslds.gov

A Direct Stafford Loan may not be certified after the end of the academic year or after the student withdraws or graduates. A Direct Stafford Loan may not be taken out for past due balances from a previous semester.
Types of Financial Aid

I) Somerset Christian College Institutional Aid (Grants/Scholarships)

Somerset Christian College offers institutional scholarships to students based on spiritual character, academic achievement and need. Grants and scholarships are subject to fund availability, and given on a first-come, first-served basis. The combined total of all grants and scholarships issued to any one student may be as much as $1,500 per semester during the first two semesters of a program, or as much as $1,000 per semester thereafter. (NOTE - LEAP and Traditional students moving into the beginning of a four-semester SCC LEAD program on a Full Time basis renew their eligibility for the “first two semester” funding level.)

To receive a scholarship or grant a student must:

1) have completed a Free Application for Federal Student Aid (FAFSA), and
2) be enrolled at SCC as a Full Time student (12 or more credits) unless noted, and
3) have signed a “Financial Responsibility” form issued by SCC, and
4) apply using an official SCC scholarship application form (see NOTE below), and
5) apply no later than 7 days prior to the semester start date, and
6) maintain a 2.0 cumulative Grade Point Average (GPA), and
7) maintain Satisfactory Academic Progress (SAP) after the 1st semester, and
8) remember to apply for SCC grants or scholarships every semester: No grant or scholarship may be awarded on the basis of a previous application.

NOTE: For scholarships to be awarded an application form must be submitted. Forms can be found at www.somerset.edu on the Admissions tab under Scholarships & Grants. Some awards may be applied for online without actually printing the form itself. The website provides needed instructions.

SCC grants and scholarships are intended to assist students with institutional costs while attending SCC. If a student receives sufficient grant funding (PELL and NJ TAG, for example) to completely satisfy institutional costs, such students become ineligible for SCC grants and scholarships.

If a student still owes a balance to SCC after PELL and NJ TAG (or other grants) have been applied, SCC may yet issue a grant or scholarship for fewer dollars than listed below if issuing the entire amount would result in a credit balance on the student’s account.

In the event an SCC grant or scholarship has been applied to a student’s account after PELL and NJ TAG have been applied, and the SCC grant results in a credit balance, the excess funds will be removed. If such grant or scholarship has caused a refund to be issued to the student, SCC reserves the right to request the immediate return of such funds.

Somerset Christian College is committed to providing equal educational and employment opportunity to all qualified persons regardless of their economic or social status and does not discriminate in any of its policies, programs, or activities based on sex, age, race, handicap, marital or parental status, color, or national or ethnic origin.
Grants Available To Traditional and LEAP Program Students

Somerset Christian College Scholars Grant
Awarded based on GPA, SAT or ACT scores, financial need, previous leadership involvement and future goals. All entering, returning, and transfer students will be evaluated for eligibility for this award during their application process. A minimum cumulative GPA of 3.0 is required for award renewal each year. Award amount is up to $500 per semester or $1,000 annually.

National Honor Society Grant
Awarded to all incoming freshmen or transfer students who were active members of a National Honor Society chapter in their high school. All transfer and returning students will be evaluated for eligibility for this award during their application process. Make sure to provide an official certificate or documentation indicating your involvement in the NHS in the Organizational Involvement section of the admissions application. Award amount is up to $500 per semester or $1,000 annually.

Servant Leadership Grant
Awarded to students based on their active or recent involvement in a Christian leadership role. A minimum cumulative GPA of 2.0 is required. Continued leadership involvement must be verified for renewal each semester. Award amount is up to $500 per semester or $1,000 annually.

Ministerial Dependent Grant
Somerset Christian College will give a yearly grant of $1,000 to dependents of full time Christian workers, ministers or missionaries. The recipient must be a dependent of a person who is currently on a church, district, or missionary staff and whose major source of income is paid by a Christian para-church organization, church, district, or mission board. A minimum cumulative GPA of 2.0 is required for award renewal. Award amount is up to $500 per semester or $1,000 annually.

Urban Center Grant
Awarded to students who during matriculation reside within the counties of Essex, Hudson, and Union, or any of the five boroughs of New York City, or who are the residents of Camden, New Brunswick, Perth Amboy, Trenton, or Philadelphia. A minimum cumulative GPA of 2.0 is required for award renewal. Award amount is up to $500 per semester or $1,000 annually.

Travel Grant
Awarded to students who attend a class at the Somerset Christian College, Somerset Campus and reside outside a 30 mile radius of the Somerset Campus OR awarded to students who attend a class at Somerset Christian College, Newark Center and reside outside a 30 miles radius of the Newark Center. New students must submit an official Travel Grant form and attach a print out from Map Quest that verifies the distance between the student’s home address and SCC. A minimum cumulative GPA of 2.0 is required for award renewal. Award amount is up to $500 per semester or $1,000 annually.

Home School Grants
Awarded to students who have been home-schooled a minimum of two years of their high school education. A minimum cumulative GPA of 2.0 is required for award renewal. Award amount is up to $500 per semester or $1,000 annually.
**Board of Trustee Grant**
Awarded based on a **first-time entering** student’s successful acceptance and fulltime enrollment into a degree program at Somerset Christian College. A student will not be awarded institutional aid over the cap of $3,000 annually. This award is non-renewable; requiring application and signature of an active SCC Board Member. Award Amount is a one-time amount of $1,000.

**Referral Grant**
The dollar amount of one credit will be awarded to a current student who refers a friend to Somerset Christian College. The new student must enroll full time and remain enrolled for the duration of the semester. The award will be applied to the referring student’s account the following semester.

**SCC Church Match**
Somerset Christian College will match funds a student receives from their local church. Eligible students must:
1. Receive funds from a church.
2. Maintain a cumulative 2.0 GPA.
3. Be enrolled in 6 or more credits in the semester of application.
   a. Students enrolled for 6-11 credit hours in a semester are eligible up to a $250 match per semester or $500 annually.
   b. Students enrolled in 12 or more credit hours in a semester are eligible up to a $500 match per semester or $1,000 annually.

Application process: follow this procedure when applying for this grant for the current semester:
1. Obtain a copy of the Church Matching Form found at SCC’s. Sign the Church Matching Grant Form stating that you meet the above listed criteria.
2. Have the church complete the Church Matching Form.
3. The check that accompanies the form is made out to Somerset Christian College. Then the church mails both the check and Church Matching Form to SCC.

**Endowed Scholarships**
Endowed Scholarships are available to returning students who re-enroll full-time for the upcoming school year. A cumulative GPA of 3.0 or higher during a prior semester at Somerset Christian College is required for all applicants. Amounts vary and scholarship awards are not automatically renewable. Students must reapply each year. Endowed Scholarships may be funded based on interest earned and will not be awarded if performance doesn’t meet a minimum standard set by the endowment.

**Kenneth and Mabel Mills Scholarship**
This award is given by the family of Kenneth and Mabel Mills in memory of their parents. An annual award is given to a student with a passion for advancing the Kingdom of God. The recipient must be a follower of Jesus Christ, study for the ministry/mission field, maintain a 3.0 GPA or higher, and demonstrate financial need. Applications to receive the award must be submitted each year. Award Amount is $250.

**Sarah Fehr Miller Scholarship**
Students demonstrating a heart for God’s work, academic excellence and financial need are encouraged to apply for this scholarship. Applications to receive the award must be submitted each year. Annual award amounts vary.
Grants Available To LEAD Program Students

LEAD Board of Trustee Grant
Awarded based on a first-time entering student's successful acceptance and fulltime enrollment into the LEAD program at Somerset Christian College. This award is non-renewable and requires application and signature of an active SCC Board Member. Award Amount is up to $1,000 in the first semester only.

LEAD Somerset Christian College Scholars Grant
Awarded to students who transfer into LEAD from another college 45 or more credits with a cumulative GPA of 3.0 or higher. A minimum cumulative GPA of 3.0 is required for award renewal each year. Award amount is up to $500 per semester or $1,000 annually.

LEAD Phi Theta Kappa Transfer Scholarship
Awarded to those students who have maintained Phi Theta Kappa status throughout their Associate degree experience, and have earned at least 60 credits. All entering and transfer students will be evaluated for eligibility for this award during their application process. Award amount is $500 in the first semester only.

LEAD Servant Leadership Grant
Awarded to students based on their active involvement in a Christian leadership role. Applications can be found on the Admissions section of our website, under Scholarships & Grants. Continued leadership involvement must be verified for renewal. A minimum cumulative GPA of 2.0 is required. Award amount is $500 per semester or $1,000 annually.

LEAD SCC Church Match
Somerset Christian College will match funds a student receives from their local church. Eligible students must:
1. Receive funds from a church.
2. Maintain a cumulative 2.0 GPA.
3. Be enrolled in 6 or more credits in the semester of application.
   a. Students enrolled for 6-11 credit hours in a semester are eligible up to a $250 match per semester or $500 annually.
   b. Students enrolled in 12 or more credit hours in a semester are eligible up to a $500 match per semester or $1,000 annually.

Application process: Please follow this procedure to apply for this grant:
1. Obtain a copy of the Church Matching Form found at SCC’s website. Sign the Church Matching Grant Form stating that you meet the above listed criteria.
2. The church completes the Church Matching Form.
3. The check that accompanies the form is made out to Somerset Christian College. Then the church mails both the check and Church Matching Form to SCC within one month of the student’s enrollment.

LEAD Urban Center Grant
Awarded to students who during matriculation reside within the counties of Essex, Hudson, Union, or any of the five boroughs of New York City, or who are the residents of Camden, New Brunswick, Perth Amboy, Trenton, or Philadelphia. A minimum cumulative GPA of 2.0 is required for award renewal. Award amount is up to $500 per semester or $1,000 annually.
**LEAD Child Care Grant**
Awarded to students with children under the age of 14, based on whether the FAFSA Expected Family Contribution (EFC) is between $5,000 and $15,000. All new Somerset Christian College and transfer students will be evaluated for eligibility for this award during their application process. Returning students will be evaluated on financial need and tax form verification. A minimum cumulative GPA of 2.0 is required for award renewal each semester. Award amount is $500 per semester or $1,000 annually.

**LEAD Unemployment Grant**
Awarded to full time matriculated students who are unemployed and who provide current unemployment verification each semester. Award amounts will be based on financial need. Award amount is up to $500 per semester or $1,000 annually.

**LEAD Travel Grant**
Awarded to LEAD students who reside outside a 30 mile radius of the cohort in which they are enrolled. Award amounts are based on financial need. A minimum cumulative GPA of 2.0 is required for award renewal. Award amount is up to $500 or $1,000 annually.

**LEAD Entry Grant**
Awarded to all new LEAD students for the first semester only and is applicable for first time Somerset Christian College students only. Award amounts will be based on financial need. Award amount is up to $500 for the first semester only.

**LEAD Referral Grant**
The dollar amount of one credit will be awarded to a current student who refers another person to Somerset Christian College. The new student must enroll full time and remain enrolled for the duration of one semester. The award will be applied to the referring student’s account the following semester.
Federal Financial Aid

Eligibility for these programs is determined by various governmental agencies based upon completing the Free Application for Federal Student Aid (FAFSA) and other required applications.

Federal Pell Grant
This federal grant is designed to provide financial assistance to students with financial need. The amount of the award is determined by the federal government on the basis of the student’s Expected Family Contribution (EFC), as indicated on the Student Aid Report (SAR). Awards for the 2011-2012 funding year (July 1, 2011 to June 30, 2012) range from $555 to a maximum of $5,550 per year.

Federal SEOG (Supplemental Education Opportunity Grant)
This grant is available to students who demonstrate exceptional financial need. Grants will be given to students with the greatest financial need (as determined by a student’s EFC) first, and then to others as funds are available.

Subsidized Direct Stafford Loan
This is a need based loan, guaranteed by the federal government. The federal government pays the interest as long as the student is actively enrolled for at least 6 credit hours. Loan funds will be returned to the lender when the loan money arrives if the student has dropped below halftime (6 credit hours). Once the student graduates or ceases to be enrolled at least 6 credit hours, he/she has a 6-month grace period before repayment begins and interest starts to accrue.

Unsubsidized Direct Stafford Loan
This is a non-need based loan, guaranteed by the federal government. The government does not subsidize this loan, and the interest on this loan will accrue immediately. Principal payments may be deferred until 6 months after graduation or student drops below 6 credit hours. This loan provides additional funds to independent students who need additional money to meet their educational expenses or dependent students whose parents do not qualify for a PLUS loan.

Parent Loan for Undergraduate Students (PLUS)
Eligibility is restricted to parents borrowing for dependent students enrolled at least half time (6 credit hours). Approval for the PLUS loan is determined by the parent’s credit worthiness. Repayment begins 30 days after the loan is disbursed.

Student Employment Programs
Employment programs allow students to work and earn funds to help pay for their education and educational expenses. Students who qualify must be hired for qualifying employment at the college in order to receive work-study funds. Work Study funds will be paid to the student on an as-earned basis. Federally mandated forms are required to be on file before any work may begin. SCC requires a new work contract each academic year. For more information about Federal Financial Aid check out the current guide online at: https://studentaid.ed.gov/students/publications/student_guide/index.html

Veterans Affairs Education Benefits
Department of Veterans Affairs offers education benefits to veterans and their dependents. More information is available at www.gibill.va.gov
New Jersey State Aid

New Jersey Tuition Aid Grants (TAG)
Restricted to New Jersey residents who are enrolled full time in a New Jersey Higher Education Program (minimum of 12 credit hours per term). Award amount varies, based on student need. Students who wish to be considered for the Tuition Aid Grant must file the FAFSA. The New Jersey Higher Education Student Assistance Authority (HESAA) sends a Student Eligibility Notice (SEN) to the student with accompanying instructions. This first SEN may tell you that you are ineligible for tuition aid grants for the academic year at Somerset Christian College because all programs of study are not approved for NJ State Grant and Scholarship programs. This is a form letter. You become eligible when the financial aid office updates HESAA’s system by changing one of HESAA’s codes. If this has occurred, HESAA will then send another SEN with further instructions. The student is responsible for informing HESAA of any changes to information that is incorrect on the SEN. The student should also submit these changes to the Office of Financial Aid.

Edward J. Bloustein Distinguished Scholars Program (DSP).
The highest achieving students at New Jersey’s secondary schools are offered $1,000 scholarships annually without regard to financial need. Edward J. Bloustein Distinguished Scholars are students who place in the top 10 percent of their graduating class and have combined Scholastic Assessment Test I (SAT I) scores of at least 1260, or are ranked first, second, or third in their class. Additional scholarships are provided to students from the State’s urban and economically distressed areas based on class rank and cumulative grade-point average. For more detailed information regarding additional NJ state aid, contact the financial aid office or go to: www.hesaa.org

NJCLASS Loans
NJCLASS has become the popular choice among students and families who need assistance meeting the cost of their postsecondary education. NJCLASS allows students to borrow as much as they need to meet the cost of their education after other sources of student aid are exhausted. There are no annual and/or aggregate loan limits. In addition to tuition, NJCLASS may be used for school related expenses including fees, books, supplies, and room and board.

For student eligibility, credit requirements, loan terms, repayment options and repayment terms, check the Higher Education Student Assistance Authority website at www.hesaa.org.
Financial Aid Policies

Student Financial Aid Rights
A Somerset Christian College student has the right:
- To have complete information regarding fees, payment and refund policies made available to them.
- To have an explanation of the various programs in the student aid package.
- To have all personal and family financial information treated with confidentiality, pursuant to the Federal Trade Commission’s Red Flags Rule.
- To know what portion of financial aid must be repaid and what portion is grant aid.

Student Financial Aid Responsibilities
A Somerset Christian College student has the responsibility:
- To advise the Financial Aid Office if there are any changes in enrollment status or address. (Students who borrow through the Federal Direct Stafford Loan program must also notify their lenders of these changes.)
- To advise the Financial Aid Office of any additional aid received, including outside scholarships and tuition reimbursement (fax or mail a copy of the notification of award).
- To inform the Financial Aid Office of plans to withdraw or take a leave of absence. Students must also inform the Registrar. *(In some cases aid money may need to be returned to the Federal Government if a student withdraws from or drops courses.)*
- To submit to the Financial Aid Office any required documentation for the verification of financial aid and other relevant information pertaining to the financial aid application. All requested information must be received by the deadline stipulated on the request letter before any disbursement of funds will be made and before Federal Stafford Loan applications are certified and sent to the lender. *Students who do not submit the required information will not receive aid.*
- To submit completed, signed and dated applications for financial aid by the priority deadline date each year aid is desired (realizing that late filing will delay the processing of all aid).
- To submit completed, signed and dated renewal forms required for outside sources for each year aid is desired.
- To complete a Federal Stafford Loan Entrance Interview prior to any funds being disbursed.
- To complete a Federal Stafford Loan Exit Interview prior to graduation or ceasing to be enrolled at least halftime (six credits) in person at the college.
- To read and understand all forms that they are asked to sign prior to signing them. Students are also responsible for all agreements that they sign.
- To keep copies of all financial aid related paperwork, especially loan applications, entrance and exit interview information and information from lenders regarding all loans.
- To maintain satisfactory academic standing and progress as defined by the College.
- To keep track of amounts of grants and scholarships received each year.

The IRS requires that students who receive grants and scholarships that are in excess of tuition, books and fees must report excess as income on their federal income tax returns as well as on the FAFSA (Worksheet C).

Refund Checks
If your financial aid, including your Student Loan(s), exceeds your charges for the term, you will be issued the difference in the form of a refund check.

Standards of Academic Progress
To receive financial aid students must maintain a cumulative grade point average of a 2.0, or “C” or better.
Probation and Suspension from Financial Aid
All students receiving financial aid at Somerset Christian College are required to meet qualifying standards. Students are placed on probation from the financial aid program if qualifying standards of the financial aid program are not met. Suspension of financial aid will occur if standards are not met by the end of the probation period. Aid will also be suspended for the semester if credit hours attempted fall below the credit hour criteria.

Appeal Policy
If you have extenuating circumstances impacting your financial condition, or a situation you were unable to document when completing the FAFSA form, and if you believe the EFC calculated for you is too high or too low, please request a Financial Aid Professional Judgment form from the Financial Aid Office. Under certain limited circumstances the Financial Aid Office can submit an appeal on your behalf to adjust the EFC, and possibly alter the amount of financial aid for which you are eligible.

Company Reimbursement and Deferment Guidelines:
While waiting for company reimbursement students must make arrangements to pay for the first semester tuition costs. Refer to the student account policies in the Payment of Student Account information of this catalog. Completing the FAFSA and taking out loans will aid students in paying for first semester tuition costs. Students can also utilize a 4-month payment plan by signing up with Tuition Management Systems.

There is no provision under which SCC can “wait for” a student to be reimbursed by their employer in order to pay the tuition and charges. There are no exceptions.

Special Note of Caution: Scholarship Scams
Be careful when searching for information on student financial aid. Make sure information and offers are legitimate. Don’t fall prey to fraud. The College Scholarship Fraud Prevention Act enhances protection against fraud in student financial assistance. For free information on how to avoid Scholarship Scams call 1-877-382-4357 or visit The Federal Trade Commissions (FTC) website www.ftc.gov/scholarshipscams.
Academic Integrity

Academic integrity is important, insuring independent and original scholarship as well as ensuring that students derive the most from their educational experience and the pursuit of knowledge. Thus, academic dishonesty strikes at the heart of the network of trust and truthfulness that constitutes the basic morality of the academic enterprise. Committing academic dishonesty is a breach of academic contract with the instructor and the college, and is one of the most serious offenses that a student can commit while in college.

Examples of academic dishonesty include (but are not limited to):

1. **Cheating in the Classroom:** Any attempt to give or obtain assistance using unauthorized materials, information, or study aids in a formal academic exercise (like an examination). Students should rely on their own mastery of the subject, or give acknowledgment of their sources. Examples include unauthorized use of notes, text, the Internet, or other aids during an examination; copying from another student’s academic work; sharing answers on an examination; handing in the same paper for more than one course without the explicit permission of the instructor(s); intentionally viewing a test before it is administered; storing notes in a portable electronic device for use during an examination.

2. **Fabrication:** The intentional falsification, misrepresentation, or invention of data, information, or citations in any formal academic exercise. Examples include inventing data or facts for an academic assignment; altering the results of a lab experiment or survey; citing a source in a bibliography that was not used; stating an opinion as a scientifically proven fact.

3. **Plagiarism:** Plagiarism is intellectual theft. Plagiarism is the dishonest attribution of research and thought to oneself that really belongs to someone else. Plagiarism takes place when one reproduces any five sequential words from a text, or takes ideas from a source without proper citation. It strikes at the heart of the network of trust and truthfulness that constitutes the basic morality of the academic enterprise. The following principles can help ensure that students avoid committing plagiarism: Exact quotations should either be put in quotation marks or indented and an in-text citation should be used to indicate the source; put an in-text citation at the end of any idea or fact which you found in a book or article, whether or not you change the words; when in doubt, document the source. Documenting sources helps your reader find more information as well as helping you avoid plagiarism. Your instructor or the Instructional Resource Center is your best resource if you have any questions regarding whether or not your information is documented accurately.

4. **Unauthorized Collaboration:** When students submit individual academic works that are substantially similar to one another. Example: Sharing with another student a take-home examination, homework assignment, case write-up, lab report, and so on, without expressed permission from the instructor.

5. **Facilitating academic dishonesty:** Intentionally or knowingly helping or attempting to violate any provision of this policy. Examples include selling, loaning, or otherwise distributing materials for the purpose of cheating, plagiarism, or other academically dishonest acts; taking an examination or writing a paper for another student.

6. **Deception:** Providing false information to an instructor concerning a formal academic exercise. Examples include stealing an examination; purchasing a pre-written paper through a mail-order or other service, including via the Internet; alteration, theft, forgery, or destruction of: the academic work of other students, library materials, laboratory materials, or academic records, including transcripts, course registration cards, course syllabi, and examination/course grades; intentionally missing an examination or assignment deadline to gain an unfair advantage; inaccurately listing someone as co-author of a paper, case write-up, or project who did not contribute.

7. **Copyright Infringement:** The unauthorized or prohibited use of works under copyright, infringing the copyright holder’s exclusive rights, such as the right to reproduce or perform the copyrighted work, or to make derivative works. Example includes peer-to-peer file sharing.
**Procedure for Dealing with Academic Dishonesty**

Although the goal is to assist and restore the student to right standing, violations of academic integrity is a breach of student conduct the instructor and the college, and makes the student liable to sanctions to include but not limited to disciplinary warning, failure of a given project, failure of the course, disciplinary probation, and/or possible temporary, indefinite, or permanent expulsion from the college.

Faculty will record instances of alleged infractions and sanctions related to plagiarism, and these reports will be included in students’ academic file. Students may file a formal appeal as outlined in the student grievance policy found in the Academic Catalog. Following due process, the final determination is made by the Vice President of Academic Affairs and Dean of the College.

**Academic Advising**

SCC regards Academic Advising as a critical component of a student’s collegiate experience. Therefore, students are encouraged to meet with their Faculty Advisor at least once per semester. The student is responsible for making the appointment to meet with the Faculty Advisor. If a face to face meeting is not possible, the advising session may take place over the phone during the semester. Students who face academic probation are encouraged to see their advisor more than once per semester.

**What happens in the Academic Advising Meeting?**

A typical Academic Advising meeting at Somerset Christian College may contain the following elements:

- A review of the student’s progress toward a degree.
- Guidance toward course selection of the student’s schedule.
- Discussion of courses that best support the student’s desired career path.
- Addressing issues and roadblocks to the student’s successful degree completion.
- Discussion of future plans following graduation.
- Appropriate referrals for further assistance as needed.

All meetings with the student’s Faculty Advisor are conducted in a professional manner with confidentiality.

**Accommodations for Students with Disabilities**

Somerset Christian College is committed to providing reasonable accommodations to students with disabilities to ensure that its educational programs and activities do not discriminate or have the effect of discriminating against persons with disabilities in accordance with Federal and State law and College policy. Academic requirements that are justifiably essential to a student’s program of instruction are not considered discriminatory. Students with documented disabilities are entitled to receive approved modifications, accommodations, or auxiliary aids which will enable them to participate in and benefit from all educational programs and activities at Somerset Christian College.

Prior to receiving this assistance, the student must submit documentation to the Registrar’s Office verifying his/her disability from a qualified professional source, outlining the nature of accommodations in instruction and testing required by the student.

While SCC is committed to serving all students and accommodating the needs of persons with various documented disabilities to the best of our ability, SCC is not legally responsible to fulfill every accommodation that is requested. All requests must be reasonable in scope and within the college’s financial ability to provide.
Delivery Systems
Students enjoy the flexibility of classes meeting once a week at convenient times during the day and evening. Course delivery format varies in length as follows:

- Fall and Spring Semester classes meet for 2 1/2 hours per session for 15 weeks.
- Fast Track Session classes meet for 4 1/4 hours per session for 9 weeks.
- Online Classes are delivered asynchronously during the Fall, Spring and Summer sessions.
- Week-End College - courses are offered in a week-end format (Friday evening, Saturday all day), whereby a student can complete a full three-credit course in just three weekends.
- Accelerated Courses - available only to LEAD students in a four-hour, five-week cohort system.

Personal Identification Student Number
The personal identifier for all SCC students is the SCC-ID number, an eight-digit unique alphanumeric identifier that begins with SCC and is assigned by the CampusVue student information system.

SCC Issued Student E-mail Addresses
E-mail is an official means for communication within SCC. Therefore, SCC has the right to send communications to students via e-mail and the right to expect that those communications will be received and read in a timely fashion.

Assignment of student e-mail addresses
The Media and Technology Department (MTD) will assign all students an official SCC e-mail address. It is to this official address that SCC will send e-mail communications; this official address will be the address listed in SCC's student database for that student.

Redirecting of e-mail
A student may have e-mail electronically redirected to another e-mail address. If a student wishes to have e-mail redirected from his or her official address to another e-mail address (e.g., @aol.com, @hotmail.com, or an address on a departmental server), they may do so, but at his or her own risk. SCC will not be responsible for the handling of e-mail by outside vendors or by departmental servers. Having e-mail redirected does not absolve a student from the responsibilities associated with communication sent to his or her official e-mail address.

Expectations regarding student use of e-mail
Students are expected to check their official e-mail address on a frequent and consistent basis in order to stay current with SCC communications. The campus recommends checking e-mail once a week at a minimum and preferably more frequently in recognition that certain communications may be time-critical.

Educational uses of e-mail
Faculty may determine how e-mail will be used in their classes. It is highly recommended that if faculty have e-mail requirements and expectations they specify these requirements in their course syllabus. Faculty may expect that students' official e-mail addresses are being accessed and faculty may use e-mail for their courses accordingly.

Appropriate use of student e-mail
In general, e-mail is not appropriate for transmitting sensitive or confidential information unless its use for such purposes is matched by an appropriate level of security.

1. Confidentiality regarding student records is protected under the Family Educational Rights and Privacy Act of 1974 (FERPA). All use of e-mail, including use for sensitive or confidential information, will be consistent with FERPA.
2. E-mail shall not be the sole method for notification of any legal action.
Requirements for Enrollment in Online Courses

- Enrollment in online courses are limited to SCC students who are residents of New Jersey.
- Students are required to successfully complete an online proficiency test prior to enrolling in an online course. Students who do not pass the online proficiency test shall be referred to the SCC Media Lab for computer/technology tutoring. Online courses will not be available to such students until they have passed the online proficiency test.
- Students on provisional acceptance, academic probation or who have previously failed an online course through Somerset Christian College must obtain approval from the Academic Dean or Department Chair to enroll in online courses.
- Students are limited to no more than two online courses in a term.
- Students who fail to login to their online course within the first six days will be automatically dropped from the course. 

Note: An auto-drop will change the student’s enrollment status and likely affect financial aid.

Security and Validation of Student Identity for Online Courses:
To ensure security and validation of student identity for online courses, Somerset Christian College will issue a unique login account and password access to be disclosed only to the student via secure school email account.

SCC expects all students to adhere to the Ethos Statement and Standard of Conduct regarding integrity and academic honesty. Only the SCC registered student enrolled in the specified course is allowed to submit coursework. Any student who enables another individual to complete coursework on the student’s behalf will be in violation of SCC policies and is subject to suspension or dismissal.

System Requirements for Online Courses:
Some online courses will depend on multimedia to a much greater degree than the online components of traditional courses. Students who do not have this equipment may use the Media Center at Somerset Christian College (room 206). In cases of temporary technical problems, students may also try a local library, work computer, or internet café. Students of online courses are, therefore, expected to meet the following system requirements:

High-speed Internet Connection (Cable/DSL or better)
- Although it may be possible to complete some courses with only a dial-up connection, students in most classes will have a difficult time downloading multimedia and large files without a high-speed connection.

Software:
- Internet Explorer or Firefox (other browsers may work but are not recommended).
- Adobe Acrobat Reader.
- Audio/Video player (Windows Media Player, Quicktime, iTunes, and Real Audio are the most common options).
- Flash Viewer.
- Microsoft PowerPoint or PowerPoint Viewer.
- Microsoft Word or compatible word processor. (Students must not turn in assignments using Microsoft Works format, as these documents cannot be opened in Word. OpenOffice is an acceptable free solution.)
- Access to student email (username@student.somerset.edu).

Hardware:
- Macintosh or PC capable of using the above software.
  - PC must be running Windows XP or newer.
  - Macintosh must be running OS X version 10.3 or higher.
Registration
Registration begins once the course schedule is published and concludes on the last Add/Drop Day of that semester. Students must register via a Student Registration Form available on the school website or through the Registrar’s Office. Returning students are expected to register early to avoid course closures. Students who wish to make a change to their registration before classes begin should contact the Registrar’s Office.

Student wishing to add or drop a course past the Add/Drop date must complete an academic petition/change form located in the Registrar’s Office. Refer to the financial information section of the catalog for refund schedules.

Attendance
SCC expects student attendance in all classes believing it provides the best and most effective educational experience for all. While unforeseeable circumstances (such as severe illness or a death in the family) may cause a student to miss a class on occasion, it is expected that students will not miss more than one class per semester. Any penalties associated with absences, lateness, and class participation will be clearly indicated in each course syllabus.

Regardless of situation, all absences are recorded on the Campus Portal. Students may appeal any penalty imposed for absences by submitting an academic petition to the instructor and/or to the Vice President of Academic Affairs and Dean of the College.

Student Non-Attendance
If a student discontinues attending a class and has not officially dropped through the Registrar’s Office, the grade of F (failure) is recorded.

Textbook Policy
All students are expected to possess the required course materials prior to the start date of the semester. Textbooks and other required academic materials are an integral part of the student’s classroom experience; it is advisable that the student plan ahead and order materials early.

Withdrawal
Occasionally, a student may find it necessary to withdraw from classes for extenuating reasons. A student who wishes to drop a course after the second week of classes and before mid-term must secure and complete the Academic Petition/Change form located in the Registrar’s office.

Students who withdraw from a course between the second week of classes and mid-term receive a grade of "W" (withdraw). Students who drop a course after mid-term will receive a grade of "WP" (withdraw passing) or "WF" (withdraw failing). Students are not permitted to withdraw from a course past the withdrawal deadline.

No credit or quality points will be assigned. Students who fail to notify the Registrar of their intentions to withdraw will receive a grade of "F" for the course. See Financial Information section for refund policy.

Automatic Drop
Students who fail to show up for a campus class within the first two weeks of the semester without contacting SCC regarding initial absences will be automatically dropped from all
coursework. Students enrolled in online courses who fail to login within the first six days will be automatically dropped.

In cases of automatic drop, a student’s enrollment status will likely be affected resulting in possible forfeiture of financial aid funding.

**Leave of Absence**

Students who have circumstances that require them to be absent from SCC for up to 2 semesters may file for a leave of absence. This will allow the student to return to SCC under his or her original degree requirements. Students who do not return to SCC for the following semester specified are considered to have left the college and must apply for readmission under degree requirements in effect at the time of their reentry.

To qualify for a leave of absence, a student must be in good academic standing and have successfully completed at least 24 cumulative credits prior to taking leave. A student who wishes to apply for a leave of absence should obtain the Academic Petition/Change form from the school website or the Registrar's office.

A Leave of Absence is granted only once during the student's entire academic program at SCC and will not be extended or approved retroactively. In the event of a qualified documented medical leave of absence, tuition will be prorated based on the amount of the semester the student completed before their withdrawal. Any other type of leave of absence does not release a student from full financial obligations to SCC.

**Rejoining Student**

SCC Students in a Leave of Absence status (having not enrolled for one or two consecutive semesters) who wish to reenroll must complete a Returning Student form which can be obtained from the Registrar's Office. Official academic transcript(s) of all college work completed during the interim may be requested. All financial obligations and academic requirements must be met for reenrollment.

**Enrollment Status**

Enrollment status (full-time/half-time) is determined by the number of credits which the student is attempting or has completed for the term in which the certification is requested. A half-time status is a course-load of 6 credits per semester. A full-time course load is 12 or more credits per semester. Conditionally, students on academic probation are limited to no more than 12 credits per semester. To take more than 15 credits in a semester, approval is needed from the student’s Academic Advisor or the Dean.

**Classification of Students**

<table>
<thead>
<tr>
<th>Class</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>0-29 credits</td>
</tr>
<tr>
<td>Sophomore</td>
<td>30-59 credits</td>
</tr>
<tr>
<td>Junior</td>
<td>60-89 credits</td>
</tr>
<tr>
<td>Senior</td>
<td>90 or more credits</td>
</tr>
</tbody>
</table>

**Course Distinctions**

Courses numbered 299 and below are generally considered lower-level courses, primarily for freshmen and sophomores. Courses numbered 300 and above are considered upper level
courses. Somerset Christian College reserves the right to withdraw any course for which there is not sufficient demand and to adjust academic offerings without notice.

**Credit Hour Calculation**
The unit of credit is defined per semester as 12 ½ hours of instructional seat time per credit. Accelerated courses are approved as 3 credit courses for 4-hour sessions over five weeks.

**Grade Point Calculations / Academic Standing**

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Letter</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>95-100</td>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>90-94</td>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>87-89</td>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>83-86</td>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>80-82</td>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>77-79</td>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>73-76</td>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>70-72</td>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>67-69</td>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>63-66</td>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>60-62</td>
<td>D-</td>
<td>0.7</td>
</tr>
<tr>
<td>0-59</td>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

The following grades are not counted in the calculation of the GPA (grade point average):
- AU Audit
- CDC Credit by Demonstrated Competency
- PR Proficiency Exam (e.g. CLEP exam)
- TC Transfer Credit
- W Withdrewn (prior to mid-term period)
- WP Withdrawn Passing (after mid-term period)
- WF Withdrawn Failing (after mid-term period)

To remain in good academic standing, a student must maintain a 2.0 cumulative grade point average. Transfer credit hours are not counted in calculating academic standing. To graduate, a student must complete at least 60 hours of academic credit for the ABS and 120 hours of academic credit with a cumulative GPA of 2.0 on all credits attempted at Somerset Christian College.

**Grade Reports and Adjustments**
The Somerset Christian College Registrar reports grades directly to students. In the event of a misunderstanding or error, the student should consult with the Registrar’s Office immediately. Grade adjustments may be made within six weeks of the last day of classes.

**Incomplete Grade**
The Incomplete Grade “I” option will not be listed as a choice for instructors on the course syllabus. The student assumes the responsibility for requesting an incomplete grade.

If the student has not officially requested and received approval for an incomplete grade before the deadline (the last day of final exams for the semester), the instructor enters a final grade for the work completed up to the point of the grading deadline for the semester. If the instructor does not enter a grade, the Registrar’s Office will assign an “F” grade. The student applies for an incomplete by submitting an Incomplete Request Form to the instructor. The instructor will inform the student as to whether the request has been approved or not approved and will then submit the Incomplete Request Form with his/her signature to the Registrar’s Office to be filed in student’s records.

The deadline to submit coursework for an Incomplete Grade “I” will be no later than six weeks for traditional courses and three weeks for accelerated courses. An extension beyond the specified time must be filed by the student by Academic Petition. If the work has not been completed and submitted to the instructor by the deadline, the instructor will submit a final grade to the Registrar’s Office based on the work completed. An Incomplete Grade “I” makes the student ineligible for the Dean’s List.
**Independent Study**

Independent Study is a regular course taken by special arrangements under the supervision of an instructor. A student enrolled as a degree candidate may apply for the Independent Study. Academic Petition/Change forms are available from the Registrar’s Office. Independent Study must be approved by the supervising instructor, Vice President of Academic Affairs and Dean of the College, and Registrar prior to registration.

The following apply to Independent Study registration:

1. Students may earn a maximum of 6 hours through Independent Study.
2. Students must have at least a 2.5 cumulative GPA and at least 30 earned credit hours (second year status).
3. Independent Study courses must be completed within one semester. Extensions must be requested and approved in the same manner established for classroom based courses (see College policy on incompletes).
4. The regular grading scale applies to courses completed by Independent Study.
5. The following conditions must be met for independent study:
   - The course is required for the student’s degree program.
   - The student has an unavoidable scheduling conflict.
   - The course will not be offered again before the student’s scheduled graduation.

**Auditing Courses**

Any person enrolled as an auditor has two weeks from the first day of class to convert to credit and pay the adjusted tuition rate. Such a decision is considered final. Also, a person enrolled for credit may convert to audit only within the same time period.

Individual course instructors reserve the right to prohibit a class from audit options. Students must obtain instructor approval prior to admittance.

Non-matriculated or part-time students are permitted to audit one class per semester upon payment of audit and other fees. No credit is given for auditing a course.

**Concurrent Student Courses**

High School Juniors and/or Seniors will be allowed to register for 100 level courses at SCC, provided there is no English 101 pre-requisite:

- English 101
- College Foundations
- Any 100 level biology or math course
- Psychology 101
- Old Testament Survey
- New Testament Survey
- Media, Technology & Society
- Spiritual Foundations

High School Seniors may be allowed to register for certain 100 - 200 level courses, provided they have outstanding scholastic achievement (as determined by the Registrar) and permission from the Vice President of Academic Affairs and Dean of the College:

- Survey of Worldviews
- World Civilization I or II
- Church History I or II
- Principles of Public Speaking
- Select biblical and theological electives

**Repeat Course**

A student may repeat once any course in which a grade of "D" or "F" was received at Somerset Christian College. The course must be repeated at Somerset Christian College. The higher earned grade in any repeated course will count in the computation of the cumulative point standing. Credit hours in repeated courses will count only once.
When the course to be repeated is a “pre-requisite” course, the pre-requisite course must be repeated before its dependent course is offered. The student may continue to take courses but will not be allowed to take courses that depend on the pre-requisite courses until they have been re-taken.

**Academic Evaluation**

For degree-seeking students, the Registrar shall notify those students who fail to meet satisfactory academic progress.

**Academic Probation Policy**

A student may be placed on academic probation at any point when a student’s cumulative grade point average for total credits falls below a 2.0 on a 4.0 scale. The probationary status permits the student to continue in college while working with the Instructional Resource Center to address deficiencies and take corrective action for improvement. During the probationary term, the student will be limited to take no more than 12 credits within that term. If the standard of satisfactory progress is not met by the end of the semester of probation, the student will be placed on academic suspension. The academic probation will be removed when the student raises his/her cumulative GPA to 2.0 or higher.

**Academic Suspension**

Students who do not reach satisfactory progress (e.g. cumulative GPA of 2.0 or higher) after a semester of academic probation will be placed on academic suspension for the subsequent semester. The Registrar will issue a Letter of Notification to the student, and a permanent entry will be recorded on the student’s transcript. After one semester of academic suspension, a student may petition the Academic Affairs office for readmission.

**Petition for Readmission after Academic Suspension**

The student must petition for readmission to the Vice President of Academic Affairs. A readmitted student must agree to a set of conditions that must be met for continued enrollment. If the student fails to meet one or more of the specified conditions, a dismissal notice will be issued with no further petitions or appeals available.

**Academic Dismissal**

A student who fails to meet the stated conditions for readmission subsequent to previous academic suspension will be dismissed upon the recommendation of the Vice President of Academic Affairs.

**Academic Grievance and Appeals Procedure**

Students who have complaints of an academic nature may appeal within 30 days of the occurrence of the matter in question. The procedure is as follows:

1. The student should first speak privately with the instructor. Most problems can be resolved when both parties have the opportunity to discuss an issue.
2. If no satisfactory resolution is found after speaking with the instructor, the student should then see the appropriate Chair of the corresponding department or division to bring about a satisfactory resolution to the matter.
3. If the matter is of sufficient gravity and no satisfactory solution is yet found, the student may file an appeal in writing to the Vice President of Academic Affairs (VPAA). The VPAA may form an
ad-hoc committee to review the grievance and recommend steps necessary to resolve the situation. Academic Petition Forms are located on the college website or the Registrar’s Office.

**Credit Transfer Policies**

In evaluating course credit for transfer from another institution, the Office of the Registrar follows policies set forth by the Faculty of Somerset Christian College. The Office of the Registrar is responsible for determining how credits transfer to SCC.

**For transfer of credit**

- Course work must be completed at an accredited institution. Credits from unaccredited institutions will be evaluated on a case-by-case basis.
- SCC must offer a similar course or program of study.
- Only courses in which a grade of “C” (2.0) or higher is earned will be considered for transfer. Course work completed on a Pass/Fail or Satisfactory/Unsatisfactory basis typically will not be transferred.
- Courses transferred do not affect the SCC average and grades received for those courses do not appear on the SCC transcript.
- Courses at SCC carry semester hours of credit. Courses evaluated for transfer from colleges and universities with different credit systems (quarter hours, units) are converted to semester hours of credit.
- Course work can transfer either as a required course or as elective credits in a subject area.

**PLEASE NOTE:** Evaluations for transfer of credit by the Office of the Registrar are based upon the best available information at the time. Revisions to a course evaluation may be made based on the receipt of new information and no evaluation is officially complete until credits appear on the student’s SCC transcript.

**CLEP and Placement Examinations**

Placement testing programs that are granted college credit include College Level Examination Program (CLEP) (minimum score of 50) and the Advanced Placement Program of the College Entrance Examination Board (minimum score of 3). In all cases, the subject material must be appropriate to the student's SCC Program. An official report of the scores must be sent directly to the College by the testing organization.

**CDC (Credit by Demonstrated Competency)**

Adult students who enter Somerset Christian College may qualify to earn additional credit through the Credit by Demonstrated Competency (CDC) process.

CDC credit hours can come from a number of different sources including workshops, seminars, self-study, non-credit classes, training programs, and life/work and military experiences. LEAD students are encouraged to make an appointment to meet with the LEAD Office about potential CDC credit that can be applied towards graduation. See Tuition and Fees section of the catalog for charges.

**Student Records Request**

In most cases, the College can provide student records information via telephone provided the student can identify their Student ID number and zip code of residence on file. In other cases, the student should submit a request in writing to the Registrar.

**Official Transcripts**

A fee of $10 is charged for each transcript requested. Official transcripts will be issued only after all financial obligations to Somerset Christian College are met. Telephone requests for transcripts will not be honored. Transcript request forms are available on the college website or the Registrar’s Office. Written transcript requests must include the following:
• student's name at time of enrollment
• date of birth
• social security number
• graduation date or last semester attended
• present home address
• address of where the transcript is to be sent

The letter must be signed with the signature of the individual whose permanent record is involved. This policy is in compliance with the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment). Please mail requests to: Somerset Christian College, 10 College Way, Zarephath, NJ 08890.

Family Education Rights and Privacy Act of 1974 (FERPA)

Somerset Christian College complies with the Family Educational Rights and Privacy Act of 1974. This act was designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. FERPA affords every student the following rights with respect to his or her education records:

The right to inspect and review the student's education records within a reasonable period of time but in no case longer than 45 days once a student has submitted a request. A student should submit to the registrar, dean, department chairperson, or other appropriate official a written request that identifies the records he or she wishes to inspect. The College 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 College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

Records exempt

The law exempts from student access some school records under specific conditions, which include:

a. Records of instructional, supervisory, and administrative personnel and educational personnel ancillary to those persons that are kept in the sole possession of the maker of the record and are not accessible or revealed to any other person except a temporary substitute for the maker of the record.

b. Records of a law enforcement unit of the College (Office of Campus Safety) created by the unit for a law enforcement purpose and maintained by the unit.

c. Records on a student who is 18 years old or older that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional capacity or assisting in a paraprofessional capacity and that are used only in connection with treatment of the student and disclosed only to individuals providing the treatment.

d. Financial information submitted by parents.

e. Records that contain only information about the student after he or she is no longer a student at the College.

f. If the education records of a student contain information on more than one student, the parent or eligible student may inspect, review, or be informed of only the specific information about the student.

g. Confidential letters and statements of recommendation placed in the records after January 1, 1975, to which the student has waived his or her rights to inspect and review and that are related to the student's admission, application for employment or job placement, or receipt of honors.

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. FERPA permits disclosure without consent to school officials with legitimate interests. A school official is any person employed by the College in an administrative, supervisory, academic, research, or support staff position (including campus safety
personnel and health services staff); a person or company with whom the College 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.

FERPA also permits disclosures of personally identifiable information without consent to schools in which a student seeks or intends to enroll; to federal, state, and local authorities in connection with an audit or evaluation of compliance with education programs; in connection with financial aid; to organizations conducting studies for or on behalf of educational institutions; to accrediting organizations; and to comply with a judicial order or subpoena.

**Directory Information**

In accordance with the act, SCC policy limits disclosure of personally identifiable information from the educational records of students (with the exception of "directory information") to those instances authorized by the act. In accordance with FERPA, Somerset Christian College has designated the following list of student information as public or "directory information": name, address, telephone number, e-mail address, dates of attendance, full- or part-time status, and degrees conferred (including dates). Such information may be disclosed by the College for any purpose unless specifically requested not to do so by the student.

A currently enrolled student may withhold disclosure of directory information under FERPA by completing a request form available from the Office of the Registrar. Such notification is in effect for the full academic year. To continue the withholding of directory information, the student will file a new request each academic year.

**The right to request amendment of the student's education record**

that the student believes is inaccurate or misleading. A student may ask the College to amend any part of his or her record that the student believes is inaccurate or misleading. The student should write to the College official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it is inaccurate or misleading.

If the College decides not to amend the record as requested by the student, the College 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 upon notification of the right to a hearing.

**Disclosure of education record information to parents**

Somerset Christian College will disclose information (including grades) from a student's education records to the parents of an eligible student who claim that student as a dependent for income tax purposes unless there is a court order, state statute, or other legally binding document prohibiting such disclosure. If a student claims he or she is not a dependent, the parents will need to submit their most recent federal income tax form to the Office of the Registrar as evidence that the student is a dependent. If a student’s status changes, he or she should notify the Office of the Registrar, immediately.

**The right to file a complaint**

with the U.S. Department of Education concerning alleged failures by Somerset Christian College to comply with the requirements of FERPA. The office that administers FERPA is the Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue, SW, Washington, DC 20202-4605.
A complete copy of the Family Educational Rights and Privacy Act of 1974 is available in the Registrar's Office. Questions concerning FERPA may be referred to the Office of Enrollment Management. Copies of this policy may be obtained in the Office of The Registrar.

**Graduation Requirements**

The following requirements must be met prior to conferral of degree:

- 120 Semester Credits for Bachelor Degree
- 60 Semester Credits for Associate Degree
- A minimum cumulative grade point average of 2.0
- Completion of all program degree requirements
- Graduation candidate must submit a completed Graduation Application to the Registrar's Office no later than 30 days prior to Commencement or conferral of degree.
- To participate in Commencement ceremony, student must be scheduled to complete all required coursework prior to graduation. The candidate may request approval to participate if registered for no more than 6 credit hours in the following semester to complete degree requirements.
  - For work done outside of SCC, all necessary paperwork (i.e. CLEP exam scores, Credit by Demonstrated Competency, Transfer Credits) must be submitted to the Registrar's Office no later than one month (30 days) prior to Commencement.
- Undergraduate assessment examinations as offered
- All financial obligations must be met.

**Academic Honors**

**Dean's List**

At the end of each semester, the Dean's List honor is awarded to students who have passed a minimum of 12 semester hours with a GPA of 3.50 or higher.

**President’s List**

At the end of each semester, the President’s List honor is awarded to students who earned a 4.0 GPA while enrolled in 12 semester hours or more for that term.

**Graduation Honors**

Students in the Bachelor of Arts degree program are eligible for graduation honors if they have completed at least 60 credits at Somerset Christian College by the time honors are determined. Associate degree graduates will be eligible based upon completion of 30 credits at Somerset Christian College.

Graduation honors based on cumulative GPA:

- Honors: Cum Laude (3.50 to 3.74)
- High Honors: Magna Cum Laude (3.75 to 3.94)
- Highest Honors: Summa Cum Laude (3.95+)

The honor of valedictorian is awarded to the candidate for graduation having earned the highest cumulative GPA in the BA degree program among his/her graduating class.
Academic Programs

Philosophy of Education

Introduction:

Maturing the human mind is the business of education. This process occurs in numerous ways as educators continue to discover new learning styles. From a Christian worldview perspective, there is hope not only for the maturing of the mind but also for its transformation by continuing renewal. Higher education that is truly “higher” takes into account humans as whole beings and as parts of humanity. We all are subjective beings in search of objective truth. Many today deny that the concept of truth is anything other than an abstraction and is therefore meaningless. Such speculation is not dangerous unless one tries to live by that notion. Defying the “law” of gravity, for example, might put an abrupt end to experimentation if one were to leap from a tall building. Presumably, no matter how many people tried the experiment, the results would always be the same. There just seems to be something objective about such “laws.”

Some would limit objectivity to the realm of the hard sciences and suggest that anything touching the social or the spiritual is necessarily subjective, and therefore, we must strive to keep education value-free lest we impose our prejudices on others. It is not our intention here to enter an epistemological debate but to declare that we firmly believe that all educational endeavors are laden with values and faith assumptions about the nature of reality and the universe in which we live. Every educational system, every textbook, every teacher, every class, every educational effort projects a preference or prejudice based on a worldview perspective. The fact that no one says Humanistic Higher Education, or Naturalistic Higher Education, or WASP Higher Education, or Pragmatic Higher Education does not negate the fact that, quite often, education is approached from those points of view.

So, Somerset Christian College does not hesitate in affirming the urgency and significance of the Christian college with its Christ-centered worldview. He (Christ) is the image of the invisible God, the firstborn over all creation. For by him all things were created: things in heaven and on earth, visible and invisible, whether thrones or powers or rulers of authorities; all things were created by him and for him. He is before all things, and in him all things hold together (Colossians 1:15-17).

All other truth, while important, is ultimately inconsequential if this truth is neglected. Rightly relating to our Source and the Creator of all worlds and all truths is paramount to a full education. This one idea alone preserves the critical mission of Christian higher education. Students today need a holistic view of education that is consistent with a God’s truth. Integrating their faith into the rest of their knowledge and life is essential if they are to be authentic Christians.

The following properties belong distinctively to Christian higher education and flow from a mission that is more relevant, essential, and valuable than ever. Our mission states:

Somerset Christian College educates, inspires, and equips students for excellent scholarship, service, and leadership. Rooted in and committed to Christian faith and love, SCC fosters intellectual, spiritual, and social development among its diverse student population at various instructional sites.

To deliver excellent education to a diverse population in various instructional sites to the glory of God, we seek to provide for students the following four components of a Christ-centered college experience:
1. Higher education based upon a Christian worldview

The primary and overarching purpose of Christian higher education is to expand our awareness of the glory of God. This goal gives Christian educators a different starting point and framework for their teaching, namely, a Christian worldview. Many educators assume a modernist or postmodernist worldview in which God does not exist, is irrelevant, or is whatever the individual wants him/her/it/them to be. A Christian worldview begins with the premise that a personal, all-knowing, all-loving, and all-powerful being exists and that truth is eminently important to God. And the most important truth is summed up in the person of God known as Jesus Christ who is God’s Good News to the world that one can be rightly related to God. This worldview is integrated into the curriculum of a Christian college.

Just as it is impossible for a person to be without a worldview, so is it impossible for education to be given from a totally neutral, valueless perspective. So, the question is not whether a student should pursue a value-laden education, but which values should underlie the education she pursues. The slant or bias of the educators has little to do with the quality of education provided. Christian higher education may be done poorly or excellently; secular education may be done poorly or excellently. However, we hasten to say, the more closely the educator’s bias or perspective is aligned with really real (truth), the greater potential there is for excellent content, if not pedagogy.

2. An educational and social environment that affirms and strengthens the faith

An idea that follows from this worldview is the extreme importance of providing for people an educational environment that will build up their faith and their ability to engage serious scholarship. Christian colleges employ teachers who communicate a theistic framework into which all other truths fit. More than ever, students need professors who are models of Christian scholarship and lifestyle. As Somerset Christian College challenges and engages in rigorous and healthy debate, it recognizes and affirms Christ in all things. As it states in Proverbs, it is “iron sharpening iron.” Psalm 18 tells us that God “stooped down” to make us great and Philippians 2 speaks of Christ who “humbled Himself” even to death on a cross for us. Radical humility and service clearly are our models.

In this increasingly diverse world, educational experts are discovering that the context or atmosphere for pursuing higher education is a major factor in the quality of education. For example, US News and World Report magazine, in addition to its annual ranking of colleges and universities according to academic standards, publishes a ranking that recognizes schools that provide a multi-cultural context. Ethnic diversity is seen to be an important factor for excellence in education. And we are pleased to say that Somerset Christian College is one of the most ethnically and denominationally diverse colleges in the nation. It is through this diversity that SCC engages the culture, taking the gospel into all areas of life.

3. Knowledge and skills for embodying the faith and capably communicating the gospel

A third important aspect of the mission of Christian higher education is imparting specialized training and education for promoting the Christian message and nurturing Christian communities. Future generations of Christian leaders are being educated in Christian institutions. Some of these leaders will go into so-called full time Christian vocational ministry. Others will be among the best laymen and women of our churches. The graduates of Christian colleges go out as prepared disciples to impact the world in transformational ways regardless of their profession.
As educators and learners we ask, “What would be the emphases of Jesus today for imparting His values?” In answer to this SCC’s curriculum provides an academic breadth of:

- Discovering and articulating knowledge about our world
- Preserving and benefiting from the memory of humanity’s past
- Learning how to provide greater civility, well-being, and economic strength for all individuals and communities
- Expanding the creative and vocational capabilities of individuals
- Establishing understanding and trust between cultures
- Understanding the nature of injustice and oppression and learning about the practice of justice, mercy, and compassion
- Developing technologies that improve quality of life
- Caring for the environment

The Christian college experience is not limited to academics or to the classroom. The best Christian colleges view student development and spiritual formation as essential parts of their mission. Somerset Christian College encourages students to live their faith to the glory of God. Probably the most important learning any person acquires is the ability to worship God. Most Christian colleges are very intentional in preparing their chapel programs with worship as the centerpiece. Internships, student clubs, and global learning programs add to the opportunities for spiritual enrichment, service and growth.

4. Tools to think and act as Christian disciples and servants in our increasingly complex world

While these three properties of Christian higher education have been before us and have shaped our Christian institutions for a long time, a fourth attribute has surfaced very clearly: the importance of learning to think and act Christianly. Clashing of ideologies is not new, as documented by the Old Testament and seen in so many episodes of history; however, the advance of globalism and technology escalates the conflicts exponentially. It is not, however, a ‘bunker’ mentality that drives us; rather, it is our purpose to articulate a philosophy as one that seeks to engage the contemporary culture - not on man’s terms, but rather, on Christ’s. He is the standard by which all others are judged and to which all others are tuned.

Christian education has never been more important as we speak into cultures that often are alienated from each other, out of alignment with God, and hostile to the church. With such high stakes as well as the never-changing mandate to “disciple the nations” the question, “How shall we now think?” defies an easy answer. Who is thinking deeply about how to apply a thoroughly biblical worldview to perplexing problems like these? Evangelical Christian scholars are in a position to help people know how to think Christianly or kingdomly about the complex world they will soon lead.

Thinking Christianly is not enough; however; acting Christianly must follow if we are to show forth the glory of God in this world. Christian colleges teach students to live with integrity, to use Christian principles in decision-making, to practice justice, love and compassion, and to seek to transform society according to the values of God.
DEGREE PROGRAMS

Bachelor of Arts Degree
The Bachelor of Arts (BA) degree is a four-year, 120 credit-hour course of study. The BA is awarded upon successful completion of all requirements which includes a core curriculum consisting of Biblical Studies, General Education and Major Requirements.

Major Requirements
To earn a Bachelor of Arts Degree from Somerset Christian College, the student must complete the Biblical Studies and General Education Core Curriculum and the requirements for a major. A major is a sequence of courses in a subject-matter area or discipline which, when accompanied by appropriate supporting courses, leads to a degree. Completion of a major is shown on both the student’s diploma and academic transcript.

Concentration Requirements
Students have the option of choosing a concentration (or specialization area) within their major of study. A concentration is a sequence of at least 12 semester credits of designated courses within a major designed to accommodate specific interests of students. Completion of a concentration is shown on a student’s academic transcript, but not on the diploma. Students are encouraged to utilize their department and free electives to earn the concentration.

Core Curriculum Requirements
Somerset Christian College requires all students in the traditional degree program to complete a common core curriculum consistent with SCC’s Philosophy of Education.

Below is an outline of the degree requirements for a Bachelor of Arts Degree:

<table>
<thead>
<tr>
<th>Biblical Studies Core Requirements</th>
<th>21 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIBL 101 Old Testament Survey</td>
<td>3</td>
</tr>
<tr>
<td>BIBL 102 New Testament Survey</td>
<td>3</td>
</tr>
<tr>
<td>BSPM 101 Spiritual Foundations</td>
<td>3</td>
</tr>
<tr>
<td>CHHS 200+ Church History I or II</td>
<td>3</td>
</tr>
<tr>
<td>THEO 101 Introduction to Christian Doctrine</td>
<td>3</td>
</tr>
<tr>
<td>BIBL 230 Life and Teachings of Christ</td>
<td>3</td>
</tr>
<tr>
<td>BIBL 201 Principles of Biblical Interpretation</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Education Core Requirements</th>
<th>57 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSPM 250 Introduction to Innovation and Creativity</td>
<td>3</td>
</tr>
<tr>
<td>COMM 121 College Foundations</td>
<td>3</td>
</tr>
<tr>
<td>COMM 101 Media, Technology &amp; Society</td>
<td>3</td>
</tr>
<tr>
<td>COMM 150 Principles of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 101/2 English Composition I and II</td>
<td>6</td>
</tr>
<tr>
<td>ENGL 200+ World Literature I or II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 231/2 Western Civilization I and II</td>
<td>6</td>
</tr>
<tr>
<td>MATH 101 Contemporary Math</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 101 Survey of Worldviews</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 101 Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 101 Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SCI Elective Natural Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>ELECTIVE General Education Electives</td>
<td>15</td>
</tr>
</tbody>
</table>

| Core Major Requirements | 33 credits |
| Free Elective Requirements | 9 credits |
General Education Curriculum

General education at Somerset Christian College seeks to provide an educational and social environment that will affirm and reinforce Christian faith and at the same time strengthen the ability to engage in serious scholarship. The integration of faith and knowledge and the ability to evaluate content in the light of Christian truth are therefore important components of general education at SCC, along with the impartation of 21st century knowledge and skills that will enable students to embody the faith and capably communicate the gospel.

General Education Learning Goals:
1. Christian Maturity
2. Content Mastery
3. Integration of Faith and Knowledge
4. Global and Cultural Awareness
5. Oral, Written, & Media Communication Skills
6. Creative Thinking
7. Problem Solving
8. Critical Analysis and Reasoning
9. Scientific and Quantitative Literacy
10. Information Literacy
11. Technological Competence
12. Collaboration

SCC seeks to introduce students to both the breadth of knowledge and the lifelong project of integrating that knowledge. With the exception of a few electives, all students at Somerset Christian College take the same core courses in general education. This enables members of the faculty to integrate their own work with material common to students’ core courses, facilitating understanding of how all of the course material interrelates.

A solid, coherent general education has many important benefits. It creates a community of academic discourse which flows out beyond the classroom into students’ social lives and equips graduates with the flexibility that they need to adapt to a constantly changing 21st century job market. It prepares students to excel in their major disciplines and provides the skills they need to become lifelong learners. General education inculcates habits of reading and thinking which will continue to be of use for an entire lifetime.

General Education Core Requirements:
A core of general education studies representative of the breadth of general studies and equivalent to approximately half of the total credits required for the degree (30 credits for an associate degree or 57 credits for a baccalaureate degree).
Major in Biblical Studies

When Jesus was asked about the greatest commandment, he responded by saying: “The first is, ‘Hear, O Israel: The Lord our God, the Lord is one; and you shall love the Lord your God with all your heart, and with all your soul, and with all your mind, and with all your strength [Deut. 6:5].’ The second is this, ‘You shall love your neighbor as yourself’ [Lev. 19:18]. There is no other commandment greater than these” (Mark 12:29-31). We are thus instructed by our Lord to love God with our heads by critical thinking and the academic study of the Bible, to love God with our hearts as passionate followers of Jesus Christ, and to love our neighbor with our hands by humble acts of Christian service in the power of the Holy Spirit. The Department of Biblical Studies strives to emphasize and integrate all three of these important dimensions of the Christian life.

The Word of God as revealed in the Bible is foundational to Christian faith and practice. The Department of Biblical Studies seeks to provide students with the tools necessary to understand and apply the Bible to the Christian life and develop a Christian worldview. There is an emphasis on the inductive method of Bible study involving the individual steps of observation (see the text), interpretation (understand the text), evaluation (weight the text), application (apply the text), and correlation (compare the text). Each of these steps is necessary in this particular order for “rightly dividing the word of truth” (2 Tim. 2:15). The ultimate goal of Bible study is to glorify God and be a blessing to others by putting the truth of God’s Word into actual practice in our thoughts, words, and deeds on a daily basis.

The Department of Biblical Studies offers courses in Biblical Studies proper (including both Old Testament or Hebrew Bible and New Testament), Christian Ministry, Church History, and Christian Theology. The two programs of study include an Associates Degree in Biblical Studies (60 hours) and a Bachelor of Arts Degree in Biblical Studies (120 hours). There are currently two concentrations including worship, music, and media ministry and youth ministry. A degree in the Department of Biblical Studies prepares individuals for a career in a variety of ministries in the Christian church, Christian education, the mission field, social work and services, media and technology, and chaplaincy work. A seminary track is also available for those who desire preparation for graduate school in ministry which includes a study of the original languages of the Bible.

Biblical Studies Program Goals:
1. To learn how to effectively interpret the Bible on the basis of sound hermeneutical principles.
2. To be familiar with the background, literature, and theology of the Bible and the individual books of the Old and New Testaments.
3. To acquire the theory and skills necessary for the practice of Christian ministry.
4. To be acquainted with the salient features of the history of the Christian church.
5. To understand and articulate the major doctrines of the Christian faith.
6. To develop the capacity for critical thinking and theological reflection.
7. To foster intellectual curiosity, creativity, and a desire for lifelong learning.
Major in Biblical Studies

Biblical Studies Major Requirements for the Bachelor of Arts Degree

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIBL 210</td>
<td>Pentateuch</td>
<td>3</td>
</tr>
<tr>
<td>BIBL 310</td>
<td>The Book of Romans</td>
<td>3</td>
</tr>
<tr>
<td>CHHS 320</td>
<td>The Church in Global Context</td>
<td>3</td>
</tr>
<tr>
<td>BIBL 200+</td>
<td>New Testament Electives</td>
<td>6</td>
</tr>
<tr>
<td>BIBL 200+</td>
<td>Old Testament Electives</td>
<td>6</td>
</tr>
<tr>
<td>CHHS/THEO</td>
<td>Church History or Theology Elective</td>
<td>3</td>
</tr>
<tr>
<td>BSPM EL</td>
<td>Biblical Studies / Pastoral Ministries Electives</td>
<td>6</td>
</tr>
<tr>
<td>BSPM 350</td>
<td>Internship</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Credits</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>

Concentration Options for the BA Degree with a Major in Biblical Studies

Worship, Music & Media Ministry Concentration Requirements

**Description:** Worship is central to the Christian faith and music is an important aspect of worship. Many of our students at SCC are worship leaders in the church and in other settings. There are conferences and workshops available for worship leaders. However, there is a lack of opportunity for a formal education at a Christian institution of higher education in worship arts and ministry. Many music departments at Christian schools do not focus on the practical aspects of leading contemporary worship in the local church.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSPM 120</td>
<td>Biblical Foundations for Worship</td>
<td>3</td>
</tr>
<tr>
<td>BSPM 160</td>
<td>Music for Worship</td>
<td>3</td>
</tr>
<tr>
<td>BSPM 200</td>
<td>Media &amp; Technology in Worship</td>
<td>3</td>
</tr>
<tr>
<td>BSPM 270</td>
<td>Leading Worship in a Church Setting</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Credits</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

Youth Ministry Concentration Requirements

**Description:** The youth are the future of our churches. Most churches have a specialized ministry to young people. Most of youth ministry is learned simply by on the job training. There is a great need to supplement practical experience with formal classroom training in youth ministry at a Christian institution of higher education.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSPM 255</td>
<td>Communication with Youth</td>
<td>3</td>
</tr>
<tr>
<td>BSPM 308</td>
<td>Youth and Family Counseling</td>
<td>3</td>
</tr>
<tr>
<td>BSPM 320</td>
<td>Foundations of Youth Ministry</td>
<td>3</td>
</tr>
<tr>
<td>BSPM 360</td>
<td>Strategies for Youth Ministry</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Credits</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>
**Major in Psychology and Counseling**

At Somerset Christian College, we see counseling and spiritual formation not as separate disciplines but as vital dimensions of the same process. Christian Counseling at its core is transformation of the heart and restoration of the soul. The purpose of Christian Counseling is to help students understand their own areas of weakness and need as vital resources for service and impact in others’ lives. At SCC this emphasis is reflected in our preference for such terms as “helper” and “seeker” rather than “counselor” and “client” in describing the therapeutic encounter so critical to this field of endeavor.

**Christian Counseling: Program Goals**
The Christian Counseling Major has the following goals:

1. Students will develop a biblical and theological framework for doing counseling with special emphasis on the role of the Holy Spirit as the true Counselor who empowers those who would be effective helpers.
2. Students will acquire the knowledge and principles that are foundational to Christian counseling.
3. Students will grow in relationships with God and others for greater effectiveness in helping others.
4. Students will cultivate basic strategies and skill-sets necessary to do counseling in a variety of contexts.
5. Students will gain a foundation in counseling theory from some courses while other courses will emphasize skill-building in specific areas of specialization.
6. Students will be exposed to various therapeutic approaches to counseling, with an emphasis on Cognitive, and Family systems theories and techniques.

The major is designed to provide you with the basic foundations for any kind of counseling, spiritual formation, coaching, or mentoring ministry. You may choose to build on this foundation with further education and/or training specific to an area in which you choose to specialize, such as pursing a Masters or Doctoral degree, permitting you to progress to attain state-licensing as a professional counselor. Upon successful completion of this program you will find yourself prepared to either pursue further education or begin a lay-helping ministry in a variety of settings.

**Christian Counseling Major Requirements:**

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 102</td>
<td>Biblical Basis for Psychology and Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN 201</td>
<td>Counseling Skills I</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 203</td>
<td>Theories of Applied Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 205</td>
<td>Human Development</td>
<td>3</td>
</tr>
<tr>
<td>COUN 301</td>
<td>Counseling Skills II</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 350</td>
<td>Internship in Psychology and Counseling</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 406</td>
<td>Conflict Theory/Christian Peacemaking</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 409</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Department Core Electives: choose from Counseling &amp; Psychology</td>
<td>9</td>
</tr>
</tbody>
</table>

**Total Credits** 33
**Major in Psychology and Counseling**

**Concentration Option for the BA Degree with a Major in Psychology and Counseling**

**Marriage & Family Counseling Concentration Course Requirements**

**Description:** Marriages and families are a battleground today. Divorce rates remain high, even among Christians. This concentration will assist students who wish to prepare to do effective ministry with couples and families, either in the context of a local church/parachurch ministry or in preparation for graduate work in Marriage and Family Counseling.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN 306</td>
<td>Marriage &amp; Family Counseling</td>
<td>3</td>
</tr>
<tr>
<td>COUN 307</td>
<td>Multicultural Counseling</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 308</td>
<td>Child &amp; Adolescent Counseling</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 403</td>
<td>Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

**Major in Business Administration and Management**

The mission of the Business Administration and Management program is to promote the intellectual, personal, and spiritual growth of our students and educate them in business and leadership principles to influence their non-profit/for-profit organizations, churches, professions, and cultures for the Kingdom of God.

Business Administration and Management embraces a Christian worldview and encompasses the full array of organizational management and leadership curricula including introduction to marketing, management/administration, economics, finance, strategic planning, and theories of leadership.

**Rationale:**

The economic brinksmanship of 2008-2009 has made it clearer than ever that the business world needs ethical and highly trained business leaders. The 21st century cannot afford to do business as usual. This program will develop highly skilled, multi-talented individuals through an emphasis on problem solving, critical thinking, leadership and administration.
Major in Business Administration and Management

Business Administration and Management Program Goals

1. Graduates of Business Administration and Management major will have developed basic knowledge and skills for business and for non-profit ministries.

2. Graduates of Business Administration and Management major will have the foundational knowledge and skills necessary for designing, implementing, and leading a program, ministry, or organizational idea.

3. Graduates of Business Administration and Management major will have acquired foundational knowledge of management, fundamentals which enable graduates to apply them to actual ministry settings and pursue advanced degree.

Students in Business Administration and Management will be mentored by faculty and field professionals for careers in churches, non-profit ministries and agencies, and for profit businesses organizations.

Requirements for the Business Administration and Management Major

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSM 101</td>
<td>Introduction to Business Administration</td>
<td>3</td>
</tr>
<tr>
<td>BUSM 201</td>
<td>Introduction to Economics</td>
<td>3</td>
</tr>
<tr>
<td>BUSM 202</td>
<td>Principles of Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUSM 203</td>
<td>Principles of Leadership</td>
<td>3</td>
</tr>
<tr>
<td>BUSM 301</td>
<td>Research and Statistics</td>
<td>3</td>
</tr>
<tr>
<td>BUSM 350</td>
<td>Cooperative Vocational Development Internship</td>
<td>3</td>
</tr>
<tr>
<td>BUSM 450</td>
<td>Strategic Planning and Design</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>Department Core Electives</td>
<td>12</td>
</tr>
</tbody>
</table>

Requirements for the Communication Concentration

**Description:** The communication concentration is designed to enable the student to develop the skills necessary for effective communication in a technical world. This course of study focuses on the dynamics of interpersonal relations, the business and professional community, and the media industry, preparing the student to function creatively in all these arenas.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM-204</td>
<td>Organizational Communication</td>
<td>3</td>
</tr>
<tr>
<td>COMM-205</td>
<td>Social Media: Communication, Community &amp; Literacy</td>
<td>3</td>
</tr>
<tr>
<td>BUSM-205</td>
<td>Introduction to Media and Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BUSM-206</td>
<td>Presentation Skills for Business and the Professions</td>
<td>3</td>
</tr>
</tbody>
</table>

Organizational Leadership Concentration Requirements

**Description:** The Organizational Leadership Concentration is designed to introduce the student to the wide range of functional areas and opportunities within today’s business world. This program will develop highly skilled, multi-talented individuals through an emphasis on problem solving, critical thinking and organizational leadership.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSM-204</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>BUSM-302</td>
<td>Organizational Development</td>
<td>3</td>
</tr>
<tr>
<td>BUSM-303</td>
<td>Administrative Leadership</td>
<td>3</td>
</tr>
<tr>
<td>BUSM-306</td>
<td>Understanding the Multi-cultural Organization</td>
<td>3</td>
</tr>
</tbody>
</table>
## Associate in Biblical Studies Degree

The Associate in Biblical Studies degree (ABS) is a two year, 60 credit-hour course of study. The ABS can serve laypersons and staff persons in a parish setting who require a certain amount of biblical and theological training for ordination credentials. This program is also appropriate for individuals who already hold an undergraduate degree but wish to enhance their Christian witness in their present vocations as well as enrich their spiritual lives.

### Biblical Studies Core Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIBL 101</td>
<td>Old Testament Survey</td>
<td>3</td>
</tr>
<tr>
<td>BIBL 102</td>
<td>New Testament Survey</td>
<td>3</td>
</tr>
<tr>
<td>BSPM 101</td>
<td>Spiritual Foundations</td>
<td>3</td>
</tr>
<tr>
<td>CHHS 200+</td>
<td>Church History I or II</td>
<td>3</td>
</tr>
<tr>
<td>THEO 101</td>
<td>Introduction to Christian Doctrine</td>
<td>3</td>
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</tbody>
</table>

### General Education Core Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 121</td>
<td>College Foundations</td>
<td>3</td>
</tr>
<tr>
<td>COMM 101</td>
<td>Media, Technology &amp; Society</td>
<td>3</td>
</tr>
<tr>
<td>COMM 150</td>
<td>Principles of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 200+</td>
<td>Western Classics I or II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 231/2</td>
<td>Western Civilization I or II</td>
<td>3</td>
</tr>
<tr>
<td>MATH or SCI</td>
<td>Math or Natural Science</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 101</td>
<td>Survey of Worldviews</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 101</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

### Concentration Requirements

**Choose one from below**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIBL 201</td>
<td>Principles of Biblical Interpretation</td>
<td>3</td>
</tr>
<tr>
<td>BIBL 200+</td>
<td>New Testament Elective</td>
<td>3</td>
</tr>
<tr>
<td>BIBL 200+</td>
<td>Old Testament Elective</td>
<td>3</td>
</tr>
<tr>
<td>Dept. Elective</td>
<td>Biblical Studies Elective</td>
<td>3</td>
</tr>
<tr>
<td>ELECTIVE</td>
<td>Elective Course, Any Department</td>
<td>3</td>
</tr>
</tbody>
</table>

### Christian Counseling Concentration Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 102</td>
<td>Biblical Basis for Psychology &amp; Counseling</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 205</td>
<td>Human Development</td>
<td>3</td>
</tr>
<tr>
<td>COUN 201</td>
<td>Counseling Skills I</td>
<td>3</td>
</tr>
<tr>
<td>COUN 301</td>
<td>Counseling Skills II</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective Course, Any Department</td>
<td>3</td>
</tr>
</tbody>
</table>

### Business Administration and Management Concentration Requirements

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORGL 201</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>ORGL 202</td>
<td>Principles of Leadership</td>
<td>3</td>
</tr>
<tr>
<td>ORGL 302</td>
<td>Statistics and Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>ORGL EL</td>
<td>Business Administration and Management</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective Course, Any Department</td>
<td>3</td>
</tr>
</tbody>
</table>
Bachelor of Arts Accelerated Degree: The LEAD Program

Somerset Christian College (SCC) offers LEAD to provide adult students a non-traditional opportunity to complete a baccalaureate degree for the advancement of their professional careers and for personal achievement. Students proceed through the program utilizing a collaborative small group format, called a cohort. Cohorts proceed through a well-planned series of courses and experiences leading to the completion of a bachelor degree at an accelerated pace of approximately 18 - 20 months. This cohort configuration creates supportive communities to facilitate learning and collective completion of the program. Somerset Christian College’s full-time and adjunct faculty facilitators are equipped to provide a relevant and interactive experience to adult learners.

Distinctive Benefits of the Accelerated Delivery Format:
- Sixteen courses in sequence, one-at-a-time, each lasting approximately five weeks.
- Courses are offered on at a time and meet once a week on the same night in the same location for the entire program.
- Dynamic instructional Student Guides offer extensive guidance to promote academic excellence.
- Non-traditional learning format ways – no pressure to memorize.
- An interactive, participatory seminar-type learning experience leveraging the knowledge you have acquired and past practical experience for immediate application in your professional and personal life.
- College credit for learning acquired through ministry, work, military training, vocational training, and technical skills.

Degree Requirements
To graduate with a Bachelor of Arts degree the student must successfully complete 120 semester hours of credit:
- Complete 48 credits in LEAD with a cumulative GPA of at least 2.0.
- Complete or have completed 57 credits in General Education including:
  - Humanities 9 hours
  - English language 12 hours
  - Social Science 12 hours
  - Science, 6 hours
  - Media and Technology 3 hours
  - General Education Electives 15 hours
- Earn or have earned additional 15 elective (credits)
  - Completed in the traditional program of Somerset Christian College
  - Transfer credits from another accredited institution (see transfer policies)
  - Credit by Examination (CLEP and/or DSST)
  - Credit by Demonstrated Competency (CDC)
Major in Biblical Studies – Accelerated Degree

Program Description:
The Biblical Studies Accelerated Degree seeks to acquaint students with the tools for Bible study, to foster lifelong habits of study skills, to cultivate a love for truth and Christian ministry, and to prepare students for seminary or graduate school.

Course Requirements:

<table>
<thead>
<tr>
<th>Semester One</th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>COMM 210A</td>
<td>Goals, Priorities, Attitudes</td>
<td></td>
</tr>
<tr>
<td>BIBL 310A</td>
<td>Survey/Study of the Old Testament</td>
<td></td>
</tr>
<tr>
<td>PHIL 301A</td>
<td>Survey of Worldviews</td>
<td></td>
</tr>
<tr>
<td>BIBL 320A</td>
<td>Survey/Study of the New Testament</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>BSCM 310A</td>
<td>Formation of the Spiritual Life</td>
<td></td>
</tr>
<tr>
<td>CHHS 310A</td>
<td>History of the Church I</td>
<td></td>
</tr>
<tr>
<td>ORGL 310A</td>
<td>Principles of Leadership</td>
<td></td>
</tr>
<tr>
<td>THEO 310A</td>
<td>Systematic Theology</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Three</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BIBL 410A</td>
<td>Life and Ministry of Jesus</td>
<td></td>
</tr>
<tr>
<td>BIBL 350A</td>
<td>Principles of Biblical Hermeneutics</td>
<td></td>
</tr>
<tr>
<td>BSCM 410A</td>
<td>Pastoral Care &amp; Counseling</td>
<td></td>
</tr>
<tr>
<td>COUN 440A</td>
<td>Crisis Counseling</td>
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</table>

<table>
<thead>
<tr>
<th>Semester Four</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>BIBL 450A</td>
<td>The Epistle to the Romans</td>
<td></td>
</tr>
<tr>
<td>CHHS 410A</td>
<td>The Church in World Context</td>
<td></td>
</tr>
<tr>
<td>BSCM 420A</td>
<td>Principles of Homiletics</td>
<td></td>
</tr>
<tr>
<td>BSCM 350A</td>
<td>Internship</td>
<td></td>
</tr>
</tbody>
</table>
Major in Psychology and Counseling – Accelerated Degree

**Program Description:**
The Psychology and Counseling major is designed to provide the student with the basic foundations for any kind of counseling, spiritual formation, coaching, or mentoring ministry. You may choose to build on this foundation with further education and/or training specific to an area in which you desire to specialize, such as pursuing a Masters or Doctoral degree, permitting you to progress to attain state licensing as a professional counselor. Upon successful completion of this program you will find yourself prepared to either pursue further education or begin a lay helping ministry in a variety of settings.

**Course Requirements:**

<table>
<thead>
<tr>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 210A  Goals, Priorities, Attitudes</td>
</tr>
<tr>
<td>PSYC 310A  Theories of Applied Psychology</td>
</tr>
<tr>
<td>PSYC 320A  Biblical Basis for Psychology and Counseling</td>
</tr>
<tr>
<td>PSYC 305A  Human Development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEO 310A  Systematic Theology</td>
</tr>
<tr>
<td>BIBL 330A  Psalms &amp; Wisdom Literature</td>
</tr>
<tr>
<td>COUN 330A  Counseling Skills I</td>
</tr>
<tr>
<td>COUN 340A  The Holy Spirit in Counseling</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Three</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUN 420A  Counseling Skills II</td>
</tr>
<tr>
<td>BIBL 410A  Life and Ministry of Jesus</td>
</tr>
<tr>
<td>COUN 410A  Marriage &amp; Family Counseling</td>
</tr>
<tr>
<td>COUN 430A  Cross Cultural Counseling</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Four</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 407A  Abnormal Psychology</td>
</tr>
<tr>
<td>COUN 440A  Crisis Counseling</td>
</tr>
<tr>
<td>PSYC 450A  Conflict Counseling: Christian Peacemaking</td>
</tr>
<tr>
<td>COUN 350A  Internship</td>
</tr>
</tbody>
</table>
Major in Business Administration and Management – Accelerated Degree

Program Description:
Business Administration and Management encompasses a full array of organizational management and leadership curricula including introduction to Business Administration and Management, marketing, management/administration, finance, entrepreneurship, team dynamics, and theories of leadership. Students in Business Administration and Management will be taught by faculty and field professionals for careers in churches, nonprofit ministries and agencies, and for-profit businesses and organizations.

Course Requirements:

<table>
<thead>
<tr>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 210A  Goals, Priorities, Attitudes</td>
</tr>
<tr>
<td>ORGL 310A  Principles of Leadership</td>
</tr>
<tr>
<td>THEO 310A  Systematic Theology</td>
</tr>
<tr>
<td>ORGL 320A  Organizational Development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORGL 330A  Project Management</td>
</tr>
<tr>
<td>ORGL 340A  Admin Leadership</td>
</tr>
<tr>
<td>BIBL 330A  Psalms &amp; Wisdom Literature</td>
</tr>
<tr>
<td>PHIL 301A  Survey of Worldviews</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Three</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORGL 410A  Organizational Marketing &amp; Sales</td>
</tr>
<tr>
<td>ORGL 420A  Managerial Finance</td>
</tr>
<tr>
<td>BIBL 410A  Life &amp; Ministry of Jesus</td>
</tr>
<tr>
<td>ORGL 430A  Team Dynamics</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Four</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORGL 440A  Cross Cultural Leadership</td>
</tr>
<tr>
<td>ORGL 450A  Ethics in Business Administration and Management</td>
</tr>
<tr>
<td>ORGL 460A  Entrepreneurship and Small Businesses</td>
</tr>
<tr>
<td>ORGL 350A  Internship</td>
</tr>
</tbody>
</table>
Academic Course Descriptions

Biblical Studies

BIBL 101: Old Testament Survey: 3 Credits
This course involves a survey of the history, literature, and theology of the Old Testament. Emphasis is on the content of the thirty-nine books that comprise the canon of the Old Testament. Attention will also be given to the transmission of the text and the canonization of the Old Testament. Students are exposed to the critical issues and scholarly methods employed in the modern study of the Old Testament.

BIBL 102: New Testament Survey: 3 Credits
This course involves a survey of the history, literature, and theology of the New Testament. Emphasis is on the content of the twenty-seven individual books that comprise the canon of the New Testament. Attention will also be given to the transmission of the text and the canonization of the New Testament. Students are exposed to the critical issues and scholarly methods employed in the modern study of the New Testament.

BIBL 201: Principles of Biblical Interpretation: 3 Credits
An introduction to the principles of biblical interpretation (hermeneutics). Emphasis upon theory and practice of biblical interpretation with special attention on the various literary genres represented in the Bible. This course involves exercises based upon both the Old and New Testaments. Attention is also given to the practical application of the Bible to the Christian life. Prerequisite: English Composition.

BIBL 202: Hebrew for Exegesis: 3 Credits
This course provides a basic introduction to the alphabet, grammar, syntax, and select vocabulary of biblical Hebrew. The student will practice reading aloud the text of Hebrew Bible in class. Students will also learn how to use resources such as concordances, lexicons, and computer software for exegetical study. Prerequisite: English Composition.

BIBL 203: Greek for Exegesis: 3 Credits
This course provides a basic introduction to the alphabet, grammar, syntax, and select vocabulary of biblical Greek. The student will practice reading aloud the text of the Greek New Testament in class. Students will also learn how to use original language resources such as concordances, lexicons, and computer software for exegetical study. Prerequisite: English Composition.

BIBL 210: Pentateuch: 3 Credits
This course is an inductive study of the first five books of the Old Testament or a single representative example of Genesis, Exodus, Leviticus, Numbers, or Deuteronomy. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion of the Pentateuch. Prerequisites: Both Principles of Biblical Interpretation and Old Testament Survey.

BIBL 221: Historical Books: 3 Credits
This course is an inductive study of the historical books of the Old Testament or a single representative example from the category of Scripture. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion of the historical books of the Old Testament. Prerequisites: Both Principles of Biblical Interpretation and Old Testament Survey.

BIBL 222: Major Prophets: 3 Credits
This course is an inductive study of the minor prophets of the Old Testament or a single representative example from this category of Scripture. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion of the major prophets of the Old Testament. Prerequisites: Both Principles of Biblical Interpretation and Old Testament Survey.
BIBL 223: Minor Prophets: 3 Credits
This course is an inductive study of the twelve minor prophets of the Old Testament or a single representative example from this category of Scripture. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion of the minor prophets of the Old Testament. Prerequisites: Both Principles of Biblical Interpretation and Old Testament Survey.

BIBL 225: Wisdom Literature: 3 Credits
This course is an inductive study of the wisdom literature of the Old Testament or a single representative example from this category of Scripture. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion of the wisdom literature of the Old Testament. Prerequisites: Both Principles of Biblical Interpretation and Old Testament Survey.

BIBL 230: Life and Teachings of Christ: 3 Credits
This course is a study of the life and teachings of Christ based upon the four canonical Gospels of the New Testament. This course examines the major events in the life of Jesus and both the form and content of Jesus' teachings including theology, Christology, the Kingdom of God, and the ethics of the Kingdom. Attention is also given to the scholarly quest for the Historical Jesus and Jesus in Hollywood film. Prerequisite: New Testament Survey.

BIBL 240: Life and Thought of Paul: 3 Credits
This course is a study of the life and thought of the Apostle Paul based upon the Book of Acts and the Pauline Epistles. This course examines the major events in the life of Paul and the leading theological ideas of Paul including his anthropology, soteriology, and eschatology. Attention is also given to the scholarly issues surrounding the discussion of Paul’s life and thought. Prerequisite: New Testament Survey.

BIBL 241: Book of Hebrews: 3 Credits
This course is an inductive study of the Book of Hebrews as a representative example of a non-Pauline Epistle. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion and the major theological themes in the Book of Hebrews. Prerequisites: Both Principles of Biblical Interpretation and New Testament Survey.

BIBL 301: Greek I: 3 Credits
This is the first of two courses on the basics of New Testament Greek. The emphasis in this course is upon learning the vocabulary, grammar, and syntax to enable the student to read the Greek New Testament. Prerequisite: English Composition (or permission of the instructor).

BIBL 302: Greek II: 3 Credits
This is second of two courses on the basics of New Testament Greek. Emphasis will be upon learning the vocabulary, grammar, and syntax to enable the student to read the Greek New Testament. Attention will also be given to exegetical tools necessary for interpretation of the Greek New Testament. Prerequisite: Greek I.

BIBL 305: Gospel of Matthew: 3 Credits
This course is an inductive study of the Gospel of Matthew as a representative example of the Synoptic Gospels. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion and the distinctive literary and theological contribution of the First Evangelist. Prerequisites: Both Principles of Biblical Interpretation and New Testament Survey.
BIBL 320: Gospel of John:  3 Credits
This course is an inductive study of the Gospel of John. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion and distinctive literary and theological contribution of the Fourth Evangelist. Prerequisites: Both Principles of Biblical Interpretation and New Testament Survey.

BIBL 330: Book of Psalms:  3 Credits
This course is an inductive study of the Book of Psalms. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion of the Book of Psalms. Prerequisites: Both Principles of Biblical Interpretation and Old Testament Survey.

BIBL 340: Book of Romans:  3 Credits
This course is an inductive study of the Book of Romans as a representative example of the Pauline Epistles. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion and the major theological themes in the Book of Romans. Prerequisites: Both Principles of Biblical Interpretation and New Testament Survey.

BIBL 350: Book of Acts:  3 Credits
This course is an inductive study of the Book of Acts as a historical narrative of the expanding witness of the early church. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion and the theology of the Book of Acts. Prerequisites: Both Principles of Biblical Interpretation and New Testament Survey.

BIBL 360: Book of Revelation:  3 Credits
This course is an inductive study of the Book of Revelation as the representative example of apocalyptic literature in the New Testament. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion and the major theological themes in the Book of Revelation. Prerequisites: Both Principles of Biblical Interpretation and New Testament Survey.

Biblical Studies / Christian Ministry

BSCM 101: Spiritual Formation:  3 Credits
This course is a study of the dynamics of Christian growth and maturity with special emphasis on the Spirit-filled life and classic devotional literature. The concepts of discipleship and spiritual formation are considered with respect to human developmental patterns. Attention is given to students’ own spiritual growth so that they may facilitate the spiritual growth of others. Prerequisite: English Composition.

BSCM 120: Biblical Foundations of Worship:  3 Credits
This course is an introduction to biblical worship covering the major foundational themes such as covenant, sacrifice and the numinous, as well as symbolism in worship. This course introduces the student to the history of worship from Old and New Testament eras through the Early Church to the Modern era.

BSCM 160: Music for Worship:  3 Credits
This course focuses on the use of music in modern Christian ministry, including an historical overview, administration of the church music program, use of music in Christian outreach ministries and a survey of the Contemporary Christian Music industry.
BSCM 200: Media and Technology in Worship: 3 Credits
This course involves the planning and production of desktop media, including the use of presentation, pagination and web software. This course covers basic design principles and content management issues and also introduces basic video and audio editing techniques.

BSCM 201: Christian Education: 3 Credits
This is a beginning course for students who will be involved in Christian educational ministry. The nature of the church and its ministry is explored with a particular focus upon educational ministries. Prerequisite: English Composition (or permission of the instructor).

BSCM 210: Ministry to Children: 3 Credits
This course involves a study of the nature and needs of childhood with special attention to principles of nurturing and enriching the moral and spiritual development of the child. The course is designed to give students the skills in planning for the church’s ministry to children. Prerequisite: English Composition (or permission of the instructor).

BSCM 224: Pastoral Ministry: 3 Credits
This course provides an introduction to pastoral ministry including church administration, preaching, and pastoral care and counseling. Prerequisite: English Composition (or permission of the instructor).

BSCM 241: Evangelism: 3 Credits
The course involves an introduction to the models and strategies for personal and congregational evangelism based upon biblical, historical, and cultural foundations. Prerequisite: English Composition (or permission of the instructor).

BSCM 242: World Missions: 3 Credits
This course is an introduction to the history, theology, and practice of world missions. Prerequisite: English Composition (or permission of the instructor).

BSCM 245: Urban Ministry: 3 Credits
This course introduces students to ministry in urban contexts providing equipping skills for ministry. Topics include biblical injunction to urban ministry, dynamics of urban centers, relief ministries, community development, and ministry to various ethnic populations. Prerequisite: English Composition (or permission of the instructor).

BSCM 250: Innovation and Creativity: 3 Credits
This course provides the student with a biblical understanding of God’s creative and innovative nature. The course offers each student contemporary tools for innovation and creativity. Students will strengthen the right/creative side of the brain with its emphasis on patterns, special awareness, images, and simultaneity through a series of exercise that will enhance applied creativity. Students will leave the course better able to embrace and pursue “God’s big dream” by expanding innovative ideas of vocational call.

BSCM 255: Communication with Youth: 3 Credits
This course will explore methods of communicating biblical and spiritual truth to the youth culture creatively. The student will study current trends, communication to different learning modalities and effective teaching techniques that will help today’s youth culture best learn and retain information. Attention will be given to the use of resources and the evaluation of students’ communication to youth during this course.

BSCM 265: Leading Worship in a Church Setting: 3 Credits
This course is a survey of the concepts of leadership, management and administration as applied to worship in a local church setting. Skills of working with people and managing programs will be targeted, especially as they relate to worship in the local church.
BSCM 308: Youth and Family Counseling: 3 Credits
This course will address aberrations of normal development that impact children and their families in the home, school, church, and community. Various methods of effective helping will be considered. Teaching methods will include lecture, role-play, research/writing, and guest lecturers.

BSCM 320: Foundations of Youth Ministry: 3 Credits
This course involves an analysis of contemporary youth culture including peer phenomenon, personal identity, and value development. Principles of creative youth ministry are discussed with an emphasis upon evangelism, spiritual growth and ministering to adolescents with the goal of full involvement in the church. Prerequisite: GENG 101: English Composition I.

BSCM 360: Strategies for Youth Ministry: 3 Credits
The goal of this course is to fill every student’s “tool box” with creative and strategic ways to implement their biblical philosophy and theology in ministry to youth and their parents. Implementation and utilization of different aspects and methods of worship in a youth group setting. Special emphasis will be placed on the development of music driven worship for those not musically gifted. The student will develop a detailed one-year strategic plan for a youth ministry program in a local church setting, implement and practice prayer as the primary component in strategic planning, and explore effective methods to reach youth in an urban setting and be equipped and empowered to work using your strengths and recruit a team according to your weaknesses.

Church History

CHHS 201: History of the Christian Church I: 3 Credits
This course is an introduction to the history of Christianity from the first century to the period of the Reformation. Prerequisite: English Composition.

CHHS 202: History of the Christian Church II: 3 Credits
This course is an introduction to the history of Christianity from the period of the Reformation to the present. Prerequisite: English Composition.

CHHS 300: History and Theology of Revivalism: 3 Credits
This course examines the history and theology of Protestant revivals and awakenings, with particular emphasis upon the Reformation, the Evangelical Awakening in Britain, the Great Awakening in America, the Second Awakening in Britain and America, the Holiness Revival, and the revivals of the twentieth century, including the Welsh Revival, the Pentecostal Revival, the mid-twentieth century revival associated with Billy Graham and others, campus revivals, and the late twentieth century revival originating in Argentina and Toronto, Canada.

CHHS 310: The Church in North America: 3 Credits
This course involves a study of the origin and development of the various Christian traditions in North America including European colonial churches, the African-American church, immigrant churches, and First Nation churches. Prerequisites: English Composition and History of Christianity I or II.

CHHS 320: The Church in Global Context: 3 Credits
This course involves a study of the origin and development of the various Christian traditions in Africa, Asia, and Latin America with particular attention to the development of indigenous churches as well as mission-founded churches. Prerequisites: English Composition and History of Christianity I or II.

CHHS 330: History and Theology of the Reformation: 3 Credits
This course is an introduction to the period of the Reformation including its background in the Renaissance Period. Topics include, not are not limited to, Erasmus of Rotterdam, Martin Luther, Ulrich Zwingli, John Calvin, the English Reformation, and the Radical Reformers (Anabaptists). This course involves a study of the origin and development of the various Christian traditions in North America including European colonial churches, African-American church, immigrant churches, and First Nation churches. Prerequisites: English Composition and History of Christianity I or II.
Theology

THEO 101: Introduction to Christian Doctrine:  3 Credits
This course is a basic introduction to Christian systematic theology including the doctrines of God (theology proper), Christ (Christology), the Holy Spirit (Pneumatology), humanity (Theological Anthropology), salvation (Soteriology) the church (Ecclesiology), and the last things (Eschatology). Attention is also given to the variety of thought and practice within Evangelical Christianity. Prerequisite: English Composition.

THEO 220: Christian Doctrine of Holiness:  3 Credits
This course is a historical and theological investigation of the Christian doctrine of holiness, Christian perfection, or entire sanctification in the Wesleyan tradition. Attention is also given to the ways in which various Christian traditions have understood and practiced sanctification in the Christian life. Prerequisite: Introduction to Christian Doctrine.

THEO 230: Life and Thought of C. S. Lewis:  3 Credits
This course involves a study of the life and thought of C. S. Lewis as the premier lay Christian theologian and apologist of the Twentieth Century. This course involves a reading of select primary and secondary sources on the life and thought of C. S. Lewis. Prerequisite: English Composition.

THEO 240: Special Topics in Systematic Theology:  3 Credits
This course is an in depth study of a major topic of systematic theology: The Trinity (doctrine of God), Christology (doctrine of the person of Christ), the Atonement (doctrine of the work of Christ), Pneumatology (doctrine of the person and work of the Holy Spirit), Anthropology (doctrine of humanity), Soteriology (doctrine of salvation), Ecclesiology (doctrine of the church), or Eschatology (doctrine of the last things). Prerequisite: Introduction to Christian Doctrine.

THEO 350: Special Topics in Theological Biography:  3 Credits
This course involves a study of the life and thought of a selected Christian theologian(s) including significant readings in primary texts, analysis of his or her contemporary context, and assessment of long-term impact on Christian thought and practice. Possible candidates include Augustine, Aquinas, Calvin, Luther, Wesley, Bonhoeffer, Barth, Brunner, Tillich, Küng, Pannenberg, and Moltmann. Prerequisite: Introduction to Christian Doctrine.

THEO 360: Modern Theology:  3 Credits
This course is a study of modern Christian theology including Catholic, Eastern Orthodox, and Protestant (charismatic, evangelical, and liberal) traditions. Attention is also given to various liberation theologies including Asian, black, feminist, Latin American, womanist, etc. Prerequisite: Intro. to Christian Doctrine.

BUSINESS ADMINISTRATION AND MANAGEMENT

BUSM 101 Introduction to Business Administration  3 credits
This course will present a real-world introduction to the business process, its functions, its environment, and its concepts and vocabulary. It introduces students to the major functions of business: management, human resources, marketing, accounting/finance and information systems. The course also includes entrepreneurship, forms of business organizations, ethics, law and government, and globalization. Prerequisites: English Composition 1 or permission from the instructor

BUSM 201 Introduction to Economics  3 credits
This course provides an overview of microeconomics and macroeconomic issues and an understanding of the economic choices that individuals, firms, and governments face. It also introduces the concept of scarcity and the working process, of a market economic system. Further, this course examines the different market structures, the role of the firm and the impact of government intervention on markets. Finally, this course discusses the meaning and computation of national income, inflation, unemployment, economic growth, international trade, and the impact of fiscal and monetary policies on the economy.

Catalog 2011-2012  65
BUSM 202 Principles of Accounting 3 credits
This study will provide an overview of financial tools available for management decision making. Major course components include income statements, balance sheets, cash flow, budgets, changes in financial position, and ratio analysis. Emphasis is on reading and understanding basic accounting documents. *Formerly ORGL 301 Managerial Finance. Prerequisites: ENGL 101: English Composition 1.*

BUSM 203 Principles of Leadership 3 credits
This course focuses on the development of individual leadership skills within a broad range of ministry contexts. Students will learn the Christian principles of leadership including servant leadership and other Christian leadership theories. *Formerly EM-203 Principles of Leadership and Implementation. (Interdisciplinary with Bible & Theology)*

BUSM 204 Project Management 3 credits
Students will learn and experience the fundamentals of project management—the carefully organized and executed effort to accomplish a specific task within established cost, schedule, and quality parameters. The key processes to effective project design, assessment, planning, scheduling, and control will be reviewed. Students will apply principles learned via the use of case studies as well as selected class projects.

BUSM 205 Introduction to Media and Marketing 3 credits
This course will introduce students to the field of marketing and the role of marketing in establishing new programs, ministries, and Para church businesses. The components of the marketing mix and marketing environment are examined. Emphasis is placed on marketing strategies, market segmentation, packaging and labeling, promotion, and regulatory and competitive forces. Students will develop a marketing plan for an organization. Prerequisites: ENGL 101: English Composition 1, BUSM 201 Project Management, BUSM 202 Principles of Leadership or permission from the instructor.

BUSM 206 Presentation Skills for Business and the Professions 3 credits
This course provides students with the theory and practice of oral communication skills that are essential for entry level positions as well as advancement in today’s business and professional careers. Content includes interviewing, leading and participating in meetings and discussions, and presenting to a business or professional audience. Exercises and activities include speaking from prepared texts or notes, as well as extemporaneous speaking. Students will also work in groups to develop, research, organize, and deliver a business presentation to an invited audience. Students will work with a variety of audio/visual aids, including flip charts, computer graphics, and video. Presentations will be video recorded for reviewing and critiquing. Prerequisite: ENGL-101 *English Composition I or permission from the instructor.*

BUSM 301 Research & Statistics 3 credits
Students will be introduced to concepts & tools for defining the needs and size of ministry, business, and Para-church programs. Basic market research, descriptive statistics, and data presentation tools will provide students with the foundational knowledge and skills to create concept definition proposals & plans. *Formerly BUSM 302 Assessment and Analysis. Prerequisite: BUSM 201: Project Management, BUSM 202 Principles of Leadership. This course is cross-listed with PSYC 302 Statistics and Research Methods.*

BUSM 302 Organizational Development 3 credits
Organizational development is the process of planning and implementing interventions to create interpersonal, group, inter-group, or organization-wide change. This course presents the theoretical foundations of organizational development as an applied behavioral science. Students will also be introduced to many types of interpersonal, intra-group, inter-group, and organizational interventions that are used to effect comprehensive and lasting changes. *Pre-requisites: ENGL 101: English Composition 1.*

BUSM 303 Administrative Leadership 3 credits
This course includes the study of the process of church administration. Identifying and assessing leadership styles and qualities and using groups in leadership are included. Skills in leading meetings, developing budgets, using time, making decisions, and delegating work are major emphases. *Pre-requisites: ENGL 101: English Composition 1. Interdisciplinary with Biblical Studies & Theology.*
BUSM 305 Business Law
A study of the principles and applications of the law pertaining to business situations including the legal system and the legal environment of business, contracts, personal property, sales, negotiable instruments, agency and employment, business organization, risk-bearing devices, and real property.

BUSM 306 Understanding the Multi-Cultural Organization 3 credits
Organizations are complex. One factor that contributes to this complexity is diversity. This course is a study of the dynamics and interactions among people in a diverse organization. It will focus primarily on issues of culture and ethnicity as barriers which people need to understand and navigate to successfully work as members of a team to accomplish organizational goals. Strategies to help individuals and groups better understand the diversity God created and the purpose for working together will be explored. Pre-requisite: ENGL 101: English Composition 1. Formerly BUSM 304 Cross Cultural Leadership.

BUSM 307 Leading Non-Profit Organizations 3 credits
This course addresses the leadership and management of non-profit organizations, particularly faith based entities. The complexities of establishing a non-profit under IRS regulations, board of director/governance and operational considerations will be explored in detail. Real world case studies will be used to integrate theory with practical application and the special character and leadership/management challenges on non-profit organizations will be highlighted and analyzed. Pre-requisite: English Composition 1.

BUSM 308 Leading an Educational Ministry of the Church 3 credits
This course will explore strategies for effective Christian education program through discipleship and teaching. The student will learn the functions of a church and its tasks and the principles of planning for organization and growth in the church. Pre-requisites: English Composition 1.

BUSM 309 Principles of Team Dynamics and Development 3 credits
This course will help students understand the theories and practices of group dynamics and team building and apply them in their organizations. Students will focus on the skills necessary to develop high-performing group collaboration and intervention strategies to solve group problems that accompany team development. Pre-requisite: ENGL 101: English Composition 1. (Interdisciplinary with Biblical Studies & Theology)

BUSM 310 Ethics in Business Administration and Management 3 credits
This course examines the role of ethics in the life of leadership. Personal and professional dimensions of leadership decisions and behaviors will be considered using case studies to focus on the dilemmas that people in leadership roles often face. Special emphasis will be on assisting students in developing a personal code of ethics and assessing their own behavior in light of it. Pre-requisite: ENGL 101: English Composition 1. (Interdisciplinary with Biblical Studies & Theology)

BUSM 320 Foundation for Youth Leadership 3 credits
This course includes the study of the needs, goals, organization, and administration of the total youth ministry in the local church, the examination of age level characteristics from early adulthood, and an overview of methods, techniques, and resources to be used in effective ministry to youth. Pre-requisite: ENGL 101: English Composition 1.

BUSM 350 Cooperative Vocational Development - Internship 3 credits
Participate as an intern half per week in an established non-profit or for-profit organization to learn implementation of Business Administration and Management principles in an actual real world enterprise environment. Prerequisites: 27 credits of BUSM courses

BUSM 450 Strategic Planning and Design 3 credits
As a follow up course to Assessment and Analysis, this course supplies students with the theoretical framework for designing, planning, and enhancing new programs, ministries and businesses. From mission and vision to goals and objectives, students will learn how to develop a comprehensive strategic plan. Prerequisite: BUSM 302: Research & Statistics.
PSYCHOLOGY & COUNSELING

COUN 201 Counseling Skills I 3 credits
This course is designed to assist students in developing basic skills in Christian Counseling. Skills emphasized include reflective listening and applying Carkhuff’s Core Conditions for Helping. Through lecture, role-play, and practical hands-on experience, students listen to God, self, and others, overcome barriers to effective helping, respond to inappropriate behavior, and reinforce Scriptural truth through prayer. Prerequisite: ENGL 101: English Composition I.

COUN 207 The Holy Spirit in Counseling 3 credits
This course takes an in-depth view of the role of the Holy Spirit in Counseling. The class will explore Scripture, consider case-studies, and consider how the Holy Spirit’s role impacts the entire counseling experience, both from the perspective of the counselor and that of the one seeking help. Prerequisite: ENGL 101: English Composition I. Interdisciplinary with Biblical Studies & Theology.

COUN 301 Counseling Skills II 3 credits
Building on COUN 201: Counseling Skills I, this course will emphasize the building of skills in reflecting listening, applying Carkhuff’s Core Conditions for Helping, advising, story-telling and story-listening in counseling, group counseling, and allowing the power of the Holy Spirit to permeate counseling opportunities. Prerequisite: COUN 201: Counseling Skills I.

COUN 305 Crisis Counseling 3 credits
This class will encourage students to learn about being an effective helper to those who may face a crisis. Students will learn to understand the four common elements of a crisis, the characteristics of troubled people, the pattern of a crisis, and eight basic steps to helping a person in crisis. Students will be able to learn through class lecture, group interaction and role playing, guest lecturers, research, and written assignments. Prerequisite: ENGL 101: English Composition I. Recommended prerequisite: COUN 201: Counseling Skills I.

COUN 306 Marriage and Family Counseling 3 credits
An introduction to pre-marital, marital, and family systems. Theories about the nature of marriage and family, what contributes to lifelong bonding, and what causes relational dissatisfaction and dysfunction are discussed with a focus on how to evaluate and assist married couples and families in trouble. A variety of therapeutic modalities are presented with specific tools that can be used for each. Prerequisite: ENGL 101: English Composition I. Recommended prerequisites: COUN 301: Counseling Skills II.

COUN 307 Multicultural Counseling 3 credits
This course is designed to build cross-cultural counseling skills. The course will familiarize students with theories, counseling techniques, skill development and a wide range of issues regarding ethical and effective Christian counseling in a world of cultural differences. Emphasis is placed on expanding cultural awareness, knowledge and skill building, as well as appreciation of cultural, racial, ethnic, age, and gender issues. Students will learn to address the specific needs of culturally different persons, develop communication strategies and select appropriate ways to help persons of different cultural backgrounds. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II (or permission of the instructor).

COUN 310 Life Coaching 3 credits
This course will provide an overview of the emerging field of life coaching. Distinct from psychotherapy, life coaching focuses on goal-setting, decision-making, values assessment, modeling, and mentoring in order to assist seekers with their personal life directions. This course will also assist students who wish to earn certification in this field. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II.
COUN 404 Addiction Treatment Models 3 credits
This course will focus on various approaches to helping those who have become addicted to chemical substances or destructive behaviors. Scriptural and psychological considerations will be reviewed and students will review and evaluate secular and Christian-based treatment outcomes. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II.

COUN 407 Creative Counseling Methods 3 credits
This course will introduce students to the unique practices of Art Therapy, Music Therapy, Play Therapy and other forms of creative counseling methods. Students will practice some of these counseling methods through role play and/or experience modeling of the techniques by various skilled helpers that practice creative forms of counseling. Prerequisites: ENGL 101: English Composition I, COUN 201 Counseling Skills I, COUN 204: Counseling Skills II.

COUN 410 Special Topics in Christian Counseling 3 credits
This course will feature specific, timely subjects that will vary with each offering. Intended for graduating seniors who have completed all requirements for their degree. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II.

PSYC 102 Biblical Basis for Psychology & Counseling 3 credits
Formerly COUN 101 Biblical Principles of Christian Counseling. Examines the nature and purpose of psychology & counseling from a Scriptural perspective. Includes an overview of the history of Christian counseling in the U.S.; the differences between Christian counseling and Biblical counseling approaches; how to appropriately utilize secular counseling methods; and whether to use medications in counseling. Prerequisite: ENGL 101: English Composition. Interdisciplinary with Biblical Studies and Theology.

PSYC 203 Theories of Applied Psychology 3 credits
This course will provide an overview of major theories in counseling and psychotherapy from a Christian perspective. Students will examine the historical context of secular psychology and the rise of Christian counseling. Students will develop criteria for evaluating theories using a biblical framework and formulate their own approach to Christian counseling. Formerly COUN-203 Counseling Theory.

PSYC 205 Human Development 3 credits
This course is an introduction to the study of observable patterns of personality, moral, and spiritual development. It includes the insights of social and psychological sciences combined with the truth of Scripture and Christian theology, providing practical assistance in the ministry of the Gospel to people across the spectrum of all ages and experience. Prerequisite: ENGL 101: English Composition I.

PSYC 207 Theories of Personality 3 credits
This course will provide an overview of major theories in personality. It will examine the historical context of psychology and its prominent theorists in the arena of personality studies. Students will develop criteria for evaluating theories using a biblical framework.

PSYC 302 Statistics and Research Methods 3 credits
Students will be introduced to concepts and tools for defining the needs and size of a counseling practice, ministry, business, and para-church programs. Basic research methods, descriptive statistics, and data presentation tools will provide students with foundational knowledge and skills to create proposals and plans. Prerequisite: ENGL 101: English Composition I; COUN 101: Biblical Principles for Christian Counseling; PSYC 101: Introduction to Psychology. This course is cross-listed with BUSM 301: Research and Statistics.

PSYC 308 Child and Adolescent Counseling 3 credits
This course will address aberrations of normal development that impact children and their families in the home, school, church, and community. Various methods of effective helping will be considered. Teaching methods will include lecture, role-play, research/writing, and guest lecturers. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II.
PSYC 350 Internship in Psychology & Counseling 3 credits
In this course, students will engage in hands-on training in a setting that will provide actual, hands-on experience in some form of Christian counseling that does not require state licensure. Examples include crisis pregnancy centers, battered women’s ministries, men’s accountability groups, 12-step programs, non-clinical counseling in troubled teen ministries, etc. Prerequisites: ENGL 101: English Composition I, COUN 101: Counseling Skills I, COUN 201: Counseling Skills II, COUN 203: Counseling Theory, COUN 204: Counseling Skills II, COUN 205: Human Development, COUN 206, and COUN 406: Christian Peacemaking (or permission of the Department Chair).

PSYC 403 Human Sexuality 3 credits
This course will examine sexual development, human reproduction, sexual functioning, gender, ethics and attitudes. It will investigate sexual dysfunction and socio-psychological issues related to sexual expression from a Christian and biblical perspective. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II.

PSYC 405 Legal and Ethical Issues in Psychology and Counseling 3 credits
This course will address such issues as confidentiality, legal requirements for reporting to authorities, record-keeping, counseling supervision, and the differing legal requirements for operating individually or under the sponsorship of a professional or Church organization. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II.

PSYC 406 Conflict Theory: Christian Peacemaking 3 credits
This course will address Christian approaches to mediation, arbitration, and conflict resolution. A thorough Scriptural analysis will form a solid basis to consider and evaluate existing methods to assist people in various kinds of conflicts. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II.

PSYC 409 Abnormal Psychology 3 credits
A descriptive and theoretical survey of the major forms of psychological disorders in children, adolescents, and adults. The course examines current trends and research in the fields of mental health and psychopathology, as well as methods of treatment. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 202: Counseling Skills II.

PSYC 410 Special Topics in Psychology and Counseling 3 credits
This course will feature specific, timely subjects that will vary with each offering.

General Education

Communication

COMM 101 Media, Technology, and Society 3 credits
This introductory course explores the use of media and technology as means of engaging culture. As a practical companion to Survey of World Views, this course enables students to prepare and evaluate multimedia presentations which engage culture and inspire personal growth. An emphasis is also placed on how media and technology may be used to enhance spiritual formation and worship experiences.

COMM 110 Interpersonal Communication 3 credits
Designed to increase understanding and implementation of effective interpersonal communication behaviors and skills, the course includes an examination of basic verbal and nonverbal elements affecting communication between individuals in family, peer group, and work contexts. Social and psychological forces operating in human communication will also be studied as well as the important distinction between social skills/manners and the interpersonal communication skills developed in this course. Prerequisite: ENGL 101: English Composition I.
COMM 115 Digital Photography 3 credits
The course covers the technical aspects of digital photography (equipment, scanning, resolution, printing, Photoshop, etc.) as well as the creative aspects of photography (composition, elements of design, lighting, color vs. black & white, communication, filters, etc), involving the practice of technical, creative thinking, and problem solving skills learned in Media, Technology, and Society and Introduction to Innovation and Creativity. Students complete weekly assignments and submit photography for class critiques. Prerequisites: COMM 101: Media, Technology and Society and BSPM 250: Introduction to Innovation and Creativity. Contact professor regarding camera-type requirement.

COMM 121 College Foundations 3 credits
This introductory course prepares incoming students for the Christian college experience at SCC, introduces the various SCC departments, clarifies where to obtain help from the registrar and the business office, and explains how to access library materials, prepare for tests and write papers in MLA format. This course also lays the groundwork for spiritual goals and callings in ministry and helps students to set forth a graduation plan.

COMM 125 Introduction to Acting 3 credits
This course focuses on the techniques needed to successfully create a character and present it on the stage. Different theories and methods of acting are studied, and students perform monologues and scenes throughout the semester. Acting exercises are utilized to increase the student's ability to bring a dramatic character to life.

COMM 135 Introduction to Theatre History 3 credits
This course examines theatre's origins in the 5th and 6th centuries B.C. and how it was a religious experience for Greek and Roman citizens. It then moves through medieval culture and the way in which the church both condemned theatre and then utilized it as an evangelical tool, to 15th- and 16th-century Europe's various theatrical conventions. Finally, it examines how theatre began to modernize in the late 19th century, how it became existential with the Theatre of the Absurd, winding up in the contemporary culture.

COMM 150 Principles of Public Speaking 3 credits
Essential principles of sound public speaking are presented. Focus is directed toward developing the confidence and ability to formulate, organize, and present one's thoughts in an articulate, effective manner. Practical applications include informal discussions and formal speech presentations. Prerequisite: ENGL 101: English Composition I.

COMM 201 Website Design and Programming 3 credits
This course covers basic website design and programming techniques. Students are introduced to webservers, graphic design, Adobe Photoshop, databases, and basic programming using PHP and/or ASP. Students create their own website by the end of the semester. Prerequisite: COMM 101: Media, Technology and Society.

COMM 203 Social Media- Communication, Community, and Literacy 3 credits
This course is grounded in practice, and student will be required to participate in social networks, forums, blogs, wikis, micro-blogs, and more. Class discussions, presentations by students, readings and examples of emerging technologies and media will bring the students greater understanding of the issues, evolution, and practice of social media.

COMM 204 Organizational Communication 3 credits
This course is focus on general communication processes and dynamics within organizations. Includes instruction in the development and maintenance of interpersonal group relations within organizations; decision-making and conflict management; the use of symbols to create and maintain organizational images, missions, and values; power and politics within organizations; human interaction with computer technology; and how communications socializes and supports employees and team members. Prerequisite: ENG 101: English Composition I.
### English

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<tr>
<th>Course Code</th>
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<tr>
<td>ENGL 090</td>
<td>English Writing</td>
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<td>ENGL 101</td>
<td>English Composition I</td>
<td>3</td>
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<tr>
<td>ENGL 102</td>
<td>English Composition II</td>
<td>3</td>
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<tr>
<td>ENGL 202</td>
<td>Christian Creative Writing</td>
<td>3</td>
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<tr>
<td>ENGL 204</td>
<td>The Bible As Literature</td>
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<tr>
<td>ENGL 210</td>
<td>World Literature I</td>
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<tr>
<td>ENGL 211</td>
<td>World Literature II</td>
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<tr>
<td>ENGL 250</td>
<td>American Literature</td>
<td>3</td>
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<tr>
<td>ENGL 301</td>
<td>The Art of Narrative</td>
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### Fine Arts

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>MUSC 110</td>
<td>Music Appreciation</td>
<td>3</td>
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</table>

A remedial course designed to equip the student for successful engagement of ENGL 101 and 102. **Prerequisite:** Placement examination. Formerly ENGL 100 English Writing

A study of the methods of sentence, paragraph, and essay development, this course involves close attention to effective usage, sentence structures, punctuation, and mechanics.

This course is a study of the methods of composition used in writing research papers and literary essays. Short compositions based on study of selected masterpieces of classical literature and other writing tasks are assigned to help students develop and improve their writing style. **Prerequisite:** ENGL 101: English Composition I. ENGW132 Composition and Reading II is an acceptable equivalent.

This course explores a Christian worldview as expressed in Poetry and Fiction. Students develop as readers and writers by studying and discussing the works of canonical and contemporary writers. Workshops investigate fundamental questions of the basic elements of the craft, primarily in poetry. Through a series of exercises, students generate ideas and find their distinctive (writers’) voices and receive detailed responses to their writing from their instructors and peers.

This course helps students to engage the Bible by exposing them to the literary beauty of the text. The focus is on selected texts from the Hebrew Scriptures and the New Testament, with emphasis on genre, rhetoric, stylistics, and literary criticism. The course is designed to encourage richer textual interpretation and understanding, fostering a deeper appreciation for the text.

A study of selected literature of the Western World from the ancients to the Renaissance, this course provides an in-depth treatment of the literary works which have shaped contemporary culture. **Formerly Western Classics I. Prerequisite:** ENGL 101: English Composition I.

Continuation of ENGL 210, beginning with the Renaissance and continuing to the present. **Formerly Western Classics II. Prerequisite:** ENGL 101: English Composition or permission from the instructor.

A survey of American literature from the colonial period through the present. **Prerequisite:** ENGL 101: English Composition I.

The tradition of the art of storytelling as a medium for ministry and evangelism; both creative writing and the appraisal of literatures, both Biblical and non-Biblical, suitable for oral presentation; use of creative dramatics and multimedia for the enhancement of narrative ministry. **Prerequisites:** ENGL 101 English Composition I & ENGL 102 English Composition II, and Biblical survey courses: BIBL 101: Old Testament Survey, BIBL 102: New Testament Survey.

As an introduction to the fundamental principles and elements of music, this course is designed to increase enjoyment and understanding of the art of music through personal exposure to music from all styles and periods.
Global Learning

GLE-201 Global Learning Experience 3 Credits
The Global Learning Experience at Somerset Christian College is an opportunity for students to enhance their learning experience by incorporating travel into the educational process. Students register for an independent study course in a subject that relates to SCC's mission and vision. They then complete assigned reading prior to participating in a one to two week travel experience with fellow students. During the trip students benefit from lectures and personal dialogue with SCC faculty and also learn from on-site guides or instructors. Students keep a travel journal during the trip and upon their return write a major paper which relates to the subject under investigation.

ORGL 351: Global Learning Experience: India 3 credits
This course is designed to give students an awareness of the history and background to present-day India, specifically Nagaland, and immerse them in the current culture while giving them opportunity to minister. This course is comprised of in-class, independent and foreign study, as well as a 10 day travel experience. Students will tour parts of India, keep journals, write a research paper, write reflection papers, and sit in lectures at Somerset Christian College and Agape College.

History

HIST 220 History of the United States 3 credits
A survey of the history of the United States from Colonial times until the present. Prerequisites: ENGL 101: English Composition I.

HIST 231 Western Civilization I 3 credits
A survey of western civilization covering issues and events relating to social, cultural, intellectual, aesthetic, religious, and institutional development from antiquity to 1500. Prerequisite: ENGL 101: English Composition I. Formerly HI-231 World Civilization I

HIST 232 Western Civilization II 3 credits
Continuation of HIST 231. A survey of western civilization covering issues and events relating to social, cultural, intellectual, aesthetic, religious, and institutional development from the 1500s to the present. Prerequisite: ENGL 101: English Composition I. Formerly HI-232 World Civilization II

HIST 350 Reformation & Enlightenment 3 credits
This course provides a critical understanding of key aspects of early modern history form the time of the Reformation until the Enlightenment. It explores the intellectual, social, political, aesthetic, cultural and religious history of early modern Europe and includes an examination of important factors involved in the secularization of Europe during this period. Prerequisites: ENGL 101: English Composition I; and HIST 231: Western Civilization I or HIST 232: Western Civilization II.

Mathematics

MATH 090 College Math 0 credit
This course is recommended for students with minimal mathematical background and is designed to prepare the student for MATH 101. The course includes a comprehensive review of basic and consumer arithmetic, elementary algebra, geometry and statistics. Real world applications of these topics are also considered. This course does not meet the general education elective. Prerequisite: Placement exam.

MATH 101 Contemporary Math 3 credits
This is a survey course, the topics of which include systems of enumeration, sets and logic, probability, and the development of the real number system. Also included are elementary algebra and introductory analytic geometry.

MATH 102 Introductory Statistics 3 credits
An introduction to the use of statistics including the topics of probability, measures of central tendency, measures of dispersion, normal distribution, forecasting, and the development of control limits.
Natural Sciences

**BIOL 101 Fundamentals of Biology** 3 credits
Principles of biological structure and function particularly as they relate to humankind. Other areas examined are cell structure and function, human physiology, and ecology. Lecture and lab sessions.

**BIOL 150 Human Anatomy and Physiology** 3 credits
Discussion of the structure and function of the human body tissues, organs and organ systems. A non-lab course which meets the general education science elective.

**ENVS 150 Environmental Science** 3 credits
Viewing the environment through the Christian lens of stewardship of God's creation, this course presents a comprehensive understanding of the functions of local and global ecosystems and the influence of human interrelationships and activities on their future stability. Particular emphasis is placed on the impact humans have on the ecosystem: air, water, and soil resources.

**ESCI 150 Earth Science** 3 credits
This course is a non-technical survey of the current state of the field of earth science, intended to foster the student's understanding of, as well as appreciation for, basic earth science principles and concepts. Content includes broad and up-to-date coverage of basic topics and principles pertinent to earth science including geology, oceanography, meteorology, and astronomy.

Philosophy

**PHIL 101 Survey of Worldviews** 3 credits
This course examines major belief systems which implicitly or explicitly shape our contemporary world. Themes explored include how worldviews function to affect peoples' understanding of reality and how beliefs, assumptions and values shape the way in which we live. By exploring the historical and universal ideas upon which cultures have been built, this course helps students to forge their own life patterns. *Prerequisite: ENGL 101: English Composition I.*

**PHIL 102 Faith, Reason, and Logic** 3 credits
This course explores whether or not faith and reason are fundamentally at odds. Subsidiary questions include whether the existence and/or attributes of God may be established by the use of reason alone, whether there are Christian doctrines beyond the scope of logical demonstration, whether Christian beliefs can be defended against objections, and whether Christianity is internally consistent.

**PHIL 231 Introduction to Christian Ethics** 3 Credits
Ethics involves an examination of how life is to be lived. Christian ethics is the disciplined study of appropriate human morality in light of the Word of God. This course will provide an overview of the study of ethics and will help students think through the proper way to live the Christian life.

Social Sciences

**PSYC 101 Introduction to Psychology** 3 credits
Introduction to the foundations and nature of psychology as a science. Discussion of motivation, emotions, health, social behavior, personality, psychological disorders, and psychotherapy.

**PSYC 205 Human Development** 3 credits
This course is an introduction to the study of observable patterns of personality, moral, and spiritual development. It includes the insights of social and psychological sciences combined with the truth of Scripture and Christian theology, providing practical assistance in the ministry of the Gospel to people across the spectrum of all ages and experience. *Prerequisite: ENGL 101: English Composition I.*

**PSYC 207 Theories of Personality** 3 credits
This course will provide an overview of major theories in personality. It will examine the historical context of psychology and its prominent theorists in the arena of personality studies. Students will develop criteria for evaluating theories using a biblical framework.
PSYC 403 Human Sexuality 3 credits
This course will examine sexual development, human reproduction, sexual functioning, gender, ethics and attitudes. It will investigate sexual dysfunction and socio-psychological issues related to sexual expression from a Christian and biblical perspective. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 204: Counseling Skills II.

PSYC 409 Abnormal Psychology 3 credits
A descriptive and theoretical survey of the major forms of psychological disorders in children, adolescents, and adults. The course examines current trends and research in the fields of mental health and psychopathology, as well as methods of treatment. Prerequisites: ENGL 101: English Composition I, COUN 201: Counseling Skills I, COUN 202: Counseling Skills II.

SO CI 101 Introduction to Sociology 3 credits
This course introduces the student to the fundamental concepts of interrelationships and group activities. Students will be able to integrate experience from his/her own life and work environments while studying the principles involved in dyadic groups, primary groups, secondary groups, institutions, and society.

SO CI 232 Cultural Anthropology 3 credits
This course introduces the principles and practice of cultural anthropology. It also equips students to share the gospel cross-culturally. After class exploration of various methods and concepts, students explore their insights in practical ways through the cross-cultural encounters each actually experiences on a daily basis.

ONLINE COURSES OFFERED IN CONSORTIUM WITH KNOWLEDGE ELEMENTS

English

EN GW 133 Composition and Grammar 3 credits
A review of the basics of the composition forms used in written language and the proper use of grammar in both written and oral forms

EN GW 132 Composition and Reading II 3 credits
This course is a study of the methods of composition used in writing research papers and literary essays. Includes exercises in the ability to read and think critically and to write persuasively. A study of the collection and synthesis of information from a variety of sources, focusing on the ability to use such information to logically construct an argument. Equivalent to ENGL-102 English Composition II.

EN GW 233 English Literature I 3 credits
This is a course survey covering English literature from the Middle Ages through the Eighteenth Century. The course acquaints students with this literature through a process of reading, analyzing, interpreting, writing, and thinking critically about essays, stories, poetry, and plays from a broad spectrum of English literature. From knights to queens to Christian pilgrims to discoverers and reformers, this study provides a glimpse into the changing dynamics of the latter 1400s to the early 1800s. In so doing, the course considers English literature in a historical, social, and ideological context as those influences greatly impacted and shaped the writers and perceptions of the time period.

Humanities

MUS W 231 History of Music in Worship: Survey of Attitudes & Practices 3 credits
This course will visit key moments in the history of Western Christian church music. The story of music in Christian worship services in the West begins with the evolution of Gregorian chant from Hebrew and other models, progresses through the development of music for more than one voice part in settings for the early Catholic Mass, and divides into the Reformation stream including Lutheran chorales, other Protestant metrical Psalm settings, and the emergence of loftier settings in the cantatas of J. S. Bach and the oratorios of G. F. Handel. The narrative then continues onto the development of hymns, first without and then with specific tunes, then onto a lighter variety of gospel, revival and Sunday School songs. All the while, religious thinkers and musicians within the church (often the same people) continually
examined their practice of music in worship and sought musical reforms and developments which they thought would bring more truth, spiritual edification, beauty, and/or appropriate praise to God.

**Humanities / History**

**HISW231 Western Civilization I**
3 credits
A study of the foundations of the modern world from the first civilizations through the 18th century. Topics include Western and non-Western classical civilizations, the Middle Ages and the age of absolutism.

**HISW232 Western Civilization II**
3 credits
This course studies the development of the Western world and its institutions and ideas from the nineteenth century to the present. The student will be challenged to consider the positive and negative impact of Western thinking and to formulate a sense of personal responsibility within society.

**Mathematics**

**MATW131 - Basic College Mathematics**
3 credits
The development of mathematical concepts for application to the student's work and daily life. A review of mathematical concepts including the basics of algebra and geometry.

**Natural Science**

**PSIW131 Earth Science Introduction**
3 credits
Earth science including physical and historical geology, meteorology and descriptive astronomy; the economic, social and philosophic aspects of the subject matter.

**PSIW132 Introduction to Life Science**
3 credits
This course introduces life science from a Christian worldview. Course topics include biological organization and hierarchy, energy and nutrient flow cycles, population biology, genetics and reproduction, and cellular biology.

**Social Science**

**PSYW133 General Psychology**
3 credits
A study of the fundamental concepts of psychology including biological processes, development, behavior, learning and memory, personality, psychological disorders and social psychology.

**SOCW231 Introduction to Sociology**
3 credits
This course will introduce the student to the fundamental concepts of interrelationships and group activities. Students will be able to integrate experience from his/her own life and work environments while studying the principles involved in dyadic groups, primary groups, secondary groups, institutions and society.

**SOCW232 Cultural Anthropology**
3 credits
This course introduces you to the principles and practice of cultural anthropology. After class exploration of various methods and concepts, you will explore those insights practically in actual cross-cultural experiences.

**SOCW431 Social History of the 20th Century US**
3 credits
A study of significant changes in American society during the twentieth century with emphasis on both famous and ordinary people who have made these changes happen. Among important topics are transportation, inventions, the economy, commerce, politics, family life, and civil rights.
LEAD Accelerated Courses

Note: Admission into the LEAD program assumes that all prerequisite requirements have been met, such as English Composition. All courses are intended to be completed in the order they are offered as scheduled within the LEAD semesters.

**BIBL 310A Survey/Study of the Old Testament** 3 credits
A survey of the history, literature, and theology of the Old Testament. Emphasis is on the content of the thirty-nine books that comprise the canon of the Old Testament. Attention will be given to the transmission of the text and the canonization of the Old Testament. Students are exposed to the critical issues and scholarly methods employed in modern study of the Old Testament.

**BIBL 320A Survey/Study of the New Testament** 3 credits
This course involves a survey of the history, literature, and theology of the New Testament. Emphasis is on the content of the twenty-seven individual books that comprise the canon of the New Testament. Attention will also be given to the transmission of the text and the canonization of the New Testament. Students are exposed to the critical issues and scholarly methods employed in the modern study of the New Testament.

**BIBL 330A Psalms & Wisdom Literature** 3 credits
A study of the Book of Psalms in terms of its literary features and theological content. The wisdom literature of the Old Testament is considered with emphasis upon Job, Proverbs, Ecclesiastes and Song of Solomon (Song of Songs).

**BIBL 410A Life and Ministry of Jesus** 3 credits
This course is a study of the life and teachings of Christ based upon the four canonical Gospels of the New Testament. This course examines the major events in the life of Jesus and both the form and content of Jesus’ teachings including theology, Christology, the Kingdom of God, and the ethics of the Kingdom.

**BIBL 420A Principles of Biblical Hermeneutics** 3 credits
A study of the process that led to the creation of the English Bible and its authority. A survey of the principles and practices of independent Bible study including an emphasis on the grammatical historical approach to biblical hermeneutics. The student will study hermeneutical methods of application leading to the development of theme proposition and finally, the lesson itself.

**BIBL 450A The Epistle to the Romans** 3 credits
This course is an inductive study of the Book of Romans as a representative example of the Pauline Epistles. The procedure of study involves a survey of the book as a whole, a detailed analysis of the various parts, interpretation of selected passages, and practical application to the Christian life. Attention is also given to the scholarly discussion and the major theological themes in the Book of Romans.

**BSCM 310A Formation of the Spiritual Life** 3 credits
This course is a study of the dynamics of Christian growth and maturity with special emphasis on the Spirit-filled life and classic devotional literature. The concepts of discipleship and spiritual formation are considered with respect to human developmental patterns. Attention is given to students’ own spiritual growth so that they may facilitate the spiritual growth of others.

**BSCM 410A Pastoral Care & Counseling** 3 credits
This course brings together the practice of pastoral care with biblical, theological, and psychological perspectives shaping that practice. The class will provide students with basic skills to provide care and counseling, especially in a church setting, and how to provide care for yourself so that you can also care for others.

**BSCM 420A Principles of Preaching** 3 credits
A study of the foundation of sermon development, formal elements of style and methods of preparation and delivery principles based on biblical, historical and cultural foundations will be included. Students will prepare sermons to be preached in class and will be evaluated. Video technology can be used to enhance learning. Prerequisites: English Composition.
BUSM 310A Principles of Leadership / Biblical Concepts of Leadership 3 credits  
This course focuses on the development of individual leadership skills within a broad range of ministry contexts. Students will learn the Christian principles of leadership including servant leadership and other Christian leadership theories.

BUSM 320A Organizational Development 3 credits  
Organizational development is the process of planning and implementing interventions to create interpersonal, group, inter-group, or organization-wide change. This course presents the theoretical foundations of organizational development as an applied behavioral science. Students will also be introduced to many types of interpersonal, intra-group, inter-group, and organizational interventions that are used to effect comprehensive and lasting changes.

BUSM 330A Project Management 3 credits  
Students will learn and experience the fundamentals of project management-the carefully organized and executed effort to accomplish a specific task within established cost, schedule, and quality parameters. The key processes to effective project design, assessment, planning, scheduling, and control will be reviewed. Students will apply principles learned via the use of case studies as well as selected class projects.

BUSM 340A Administrative Leadership 3 credits  
This modular course is a study of the five parts of managing organizations – planning, organizing, staffing, leading, and controlling / evaluating with the study of principles of application to both not-for-profit and for-profit organizations and applications in organizations with reference to Scripture.

BUSM 350 Cooperative Vocational Development - Internship 3 credits  
Participate as an intern half per week in an established non-profit or for profit organization to learn implementation of Business Administration and Management principles in an actual real world enterprise environment.

BUSM 410A Organizational Marketing and Sales 3 credits  
The use of organizational mission to develop a marketing approach to reach potential constituencies with image, product, and service that will cause those constituencies to utilize the organization to meet their perceived needs in a manner that is profitable to the organization.

BUSM 420A Introduction to Accounting 3 credits  
This study will provide an overview of financial tools available for management decision-making. Major course components include income statements, balance sheets, cash flow, budgets, changes in financial position, and ratio analysis. Emphasis is on reading and understanding accounting documents. Formerly BUSM 301A Managerial Finance

BUSM 430A Principles of Team Dynamics 3 credits  
This course will help students understand the theories and practices of group dynamics and team building with emphasis on New Testament models. A study of the New Testament discipleship and small group principles and their application is emphasized. Building group relationships and small group teams is taught from biblical models found in the Gospels, the Book of Acts, and other NT books. The New Testament theological models provide rich and vibrant application for the business professional seeking to work productively and with sensitivity and wisdom in team and group market place settings.

BUSM 440A Cross Cultural Leadership 3 credits  
A study of the development and current state of metropolitan areas and how to lead or minister in those areas, especially as it relates to the multicultural context found there. The student will learn how to develop a plan for a church or ministry for responding to needs in an urban setting using knowledge gained from biblical, theological, and urban studies.

BUSM 450A Ethics in Business Administration and Management / Christian Ethics 3 credits  
This course examines the role of ethics in the life of leadership. Personal and professional dimensions of leadership decisions and behaviors will be considered using case studies to focus on the dilemmas that
people in leadership roles often face. Special emphasis will be on assisting students in developing a personal code of ethics and assessing their own behavior in light of it.

**BUSM 460A Entrepreneurship and Small Business** 3 credits
Creativity, opportunity, leadership, excellence, and profit combined into an entrepreneurial approach to achieve the mission in small business.

**CHHS 310A History of the Church I** 3 credits
A survey of the history of Christian church from the first century to the period of the Reformation.

**CHHS 410A The Church in World Context** 3 credits
This course involves a study of the origin and development of the various Christian traditions in Africa, Asia, and Latin America with particular attention to the development of indigenous churches as well as mission-founded churches. Prerequisites: English Composition and History of Christianity I or II.

**COMM 210A Goals, Priorities and Attitudes** 3 credits
The setting of goals, as well as priorities among those goals, with an emphasis upon how those goals and priorities relate to the realities and aspirations of life. The attitude of the individual including other aspects of psychological makeup and how it impacts upon the ability and willingness to set goals and priorities. An emphasis upon how goals, priorities, and attitudes can lead to effective Christian personal management.

**COUN 330A Counseling Skills I** 3 credits
This course is designed to assist students in developing basic skills in Christian Counseling. Skills emphasized include reflective listening and applying Carkhuff’s Core Conditions for Helping. Through lecture, role-play, and practical hands-on experience, students listen to God, self, and others, overcome barriers to effective helping, respond to inappropriate behavior, and reinforce Scriptural truth through prayer.

**COUN 340A The Holy Spirit in Counseling** 3 credits
This course takes an in-depth view of the role of the Holy Spirit in Counseling. The class will explore Scripture, consider case-studies, and consider how the Holy Spirit’s role impacts the entire counseling experience, both from the perspective of the counselor and that of the one seeking help.

**COUN 350A Internship in Christian Counseling** 3 credits
In this course, students will engage in hands-on training in a setting that will provide actual, hands-on experience in some form of Christian counseling that does not require state licensure. Examples include crisis pregnancy centers, battered women’s ministries, men’s accountability groups, 12-step programs, non-clinical counseling in troubled teen ministries, etc.

**COUN 410A Marriage and Family Counseling** 3 credits
This course focuses on the importance of the family as the foundational biblical and social institution. Students will develop an understanding of the biblical teaching on marriage and family, skills for assessment and counseling, and resources for referring as necessary to build healthy marriages and families.

**COUN 420A Counseling Skills II** 3 credits
Building on COUN 202 Counseling Skills I, this course will emphasize the building of skills in reflecting listening, applying Carkhuff’s Core Conditions for Helping, advising, story-telling and story-listening in counseling, group counseling, and allowing the power of the Holy Spirit to permeate counseling opportunities.

**COUN 430A Cross-Cultural Counseling** 3 credits
This course is designed to build cross-cultural counseling skills. The course will familiarize students with theories, counseling techniques, skill development and a wide range of issues regarding ethical and effective Christian counseling in a world of cultural differences. Emphasis is placed on expanding cultural awareness, knowledge and skill building, as well as appreciation of cultural, racial, ethnic, age, and gender issues. Students will learn to address the specific needs of culturally different persons, develop communication strategies and select appropriate ways to help persons of different cultural backgrounds.
COUN 440A Crisis Counseling 3 credits
This class will encourage students to learn about being an effective helper to those who may face a crisis. Students will learn to understand the four common elements of a crisis, the characteristics of troubled people, the pattern of a crisis, and eight basic steps to helping a person in crisis. Students will be able to learn through class lecture, group interaction and role playing, guest lecturers, research, and written assignments.

PHIL 301A Survey of Worldviews 3 credits
An introduction to Western thought focusing on the role and function of philosophy as it relates to worldviews and understanding the fundamental uses of critical thinking as a means for evaluating the various worldview claims.

PSYC 305A Human Development 3 credits
An introduction to the study of observable patterns of personality, moral, and spiritual development. The insights of social and psychological sciences combined with the truth of Scripture and Christian theology provides practical assistance in the ministry of the Gospel to people across the age and experience spectrum.

PSYC 310A Theories of Applied Psychology 3 credits
This course will provide an overview of major theories in counseling and psychotherapy from a Christian perspective. Students will examine the historical context of secular psychology and the rise of Christian counseling. Students will develop criteria for evaluating theories using a biblical framework and formulate their own approach to Christian counseling.

PSYC 320A Biblical Basis for Psychology and Counseling 3 credits
Examines the nature and purpose of Christian counseling from a Scriptural perspective. Includes an overview of the history of Christian counseling in the U.S.; the differences between Christian counseling and Biblical counseling approaches; how to appropriately utilize secular counseling methods; and whether to use medications in counseling.

PSYC 407A Abnormal Psychology 3 credits
A descriptive and theoretical survey of the major forms of psychological disorders in children, adolescents, and adults. The course will examine current trends and research in the fields of mental health and psychopathology, as well as methods of treatment.

PSYC 450A Conflict Counseling and Christian Peacemaking 3 credits
This course provides students with a basic knowledge of conflict theory as well as a beginning understanding of conflict resolution skills. Students will also be equipped with a framework of bringing biblical counsel and resolution to conflict situations at home, work, and the church.

THEO 310A Introduction to Christian Doctrine 3 credits
An introductory course designed to acquaint students with the content of the classical Christian faith through a study of essential doctrines as signposts for the Christian story. Discussion also includes the task of theology, theological method, and the Triune nature of Christian reasoning about God.
Academic Support Services

Arthur K. White (AKW) Library

The Arthur K. White Library houses the book, journal, and audio-visual collections of Somerset Christian College. Providing the information resources and services necessary for research and study, the library supports the college's mission to educate, inspire, and equip students for excellent scholarship, service, and leadership. Containing over 50,000 items/volumes, the library's collections continue to grow with special focus on the college's three majors, Biblical Studies, Christian Counseling, and Business Administration and Management, as well as General Education.

The library seeks to provide an inviting and friendly atmosphere in the context of being the place most conducive to research and study. The library has seven computers (four on the 1st floor and three on the 2nd) and study carrels available for research and writing, as well as couches and easy chairs for comfortable reading/study.

The Library employs an Online Public Access Catalog (OPAC), which is accessible from the college's homepage: http://www.somerset.edu/, and more directly from the library's own homepage: http://www.youseemore.com/somersetcc/default.asp. In addition to useful internet links, the library's homepage is the gateway (via the student's ID number and a password) to online databases such as EBSCO's Academic Search Premier and ATLASerials through which full-text journal articles are available.

In the interests of maximizing the availability of its resources to patrons, the library has the following policies:

- Students can check out books for three weeks, audio tapes for two weeks, and videos and DVDs for one week.
- Students can renew books once for up to another three weeks in person, online, by telephone, or by email unless a hold/recall has been requested for the item (to renew online, click on the Patron/Account Review link on the library's homepage, and then enter your SCC ID/patron number and your password/PIN; by email, send requests to library@somerset.edu including your name and SCC ID/patron number, along with the book's title & barcode number).
- While an item is still out on loan to another patron, students can place a hold on it (through the OPAC using their SCC ID/patron number & password/PIN) so that the item cannot be renewed, but instead will be held (for up to seven days) for the requester at the circulation desk when the item is returned.
- Overdue fines are 15¢ per day per book, 10¢ per day per audio tape, and $1 per day per video tape or DVD.
- Any book out on loan that a faculty member has requested for placement on the library's Reserve shelf will be recalled immediately. When a recall notice is issued, patrons must return the material to the library's circulation desk within three days, or incur a 50¢ per day fine.

The library maintains a Reserve Shelf for items expected to be in high demand for specific classes. The items are selected by the course instructor, placed there at the beginning of the semester, and removed at the semester's end. Items on the Reserve Shelf have one of two circulation statuses: In-Library Use Only and 7-day. Items on the Reserve Shelf are marked as such in the OPAC, and are requested at the library's circulation desk. The library also maintains a Reference collection for items likely to be in high demand, but are not course specific. Items in the Reference collection cannot leave the library.
SCC students are eligible to gain reciprocal borrowing privileges at twenty-three other undergraduate college and university libraries in New Jersey, using their SCC student ID and a properly filled out VALE Reciprocal Borrowing Agreement Application form. Information resources not in the possession of the library can also be obtained through interlibrary loan (items may take approximately two weeks to arrive). The library is home to the Instructional Resource Center.

**Instructional Resource Center (IRC)**

The Instructional Resource Center (IRC) is designed as a support service to assist all students to achieve their full academic potential. The IRC offers a variety of learning opportunities to better meet diverse needs. It also ensures the availability of adequate resources to support quality learning opportunities. Finally, the IRC promotes a "community of learners" approach, where faculty come alongside students in a personal manner to identify needs and suggest appropriate solutions.

Areas of available support include the following: tutorials in writing, grammar, and basic math, life skills learning opportunities in time or money management, research skills in critical reading and documentation of sources, and test taking skills (essay and objective tests).

**Media and Technology Center (MaT)**

**Purpose of the Media and Technology Center**

The Media and Technology Center (MaT Center) is designed specifically to allow students to compete academic projects including papers, PowerPoint presentations, audio and video projects, and other multimedia endeavors. Students may use the computers for any such work related to academics at Somerset Christian College.

The MaT Center is designed to enable students to complete multimedia projects and other course work. The MaT Center, therefore, is not designed to be a quiet study center, though students may certainly study in the Center. Students are invited to talk, work on group projects, preview movie projects, listen to music or other audio, and engage in other multimedia activities. For a quieter study atmosphere, students are encouraged visit the AKW Library.

**MaT Center Use**

- Computers in the Media and Technology Center may be used any time the Center is open. Open hours will be posted on the door of the MaT Center (room 206).
- Food and drink are not permitted at computer workstations or near other equipment in the MaT Center.
- No unsupervised children (under age 12) are permitted in the MaT Center.
- When all computers in the MaT Center are in use, students who are using computers for non-academic work such as games, social networking, and other extra-curricular activities will be asked to forfeit the computer when another student needs to complete academic work.
- The Coordinator of Media and Technology or a Media Center Assistant may be present to assist students with computer questions, help with projects, and provide other support for academic work. In cases where an SCC representative is not available, students may make an appointment to meet with MaT Center staff and may ask questions through email using rwills@somerset.edu.
Computer tutoring is available through the Media and Technology Center. To make an appointment, contact the Coordinator of Media and Technology or a Media Center Assistant.

Please report problems with any SCC computer systems to the Coordinator of Media and Technology or a Media Center Assistant as soon as possible.

SCC is not responsible for student computers. Students who have trouble with personal laptops and other equipment should defer to appropriate sources of technical support. The Coordinator of Media and Technology and Media Center Assistants are not responsible for troubleshooting student’s personal computers.

Computer/Technical Problems
Please report any problems with computers or other equipment in the MaT Center immediately to the lab attendant. In the case that the lab attendant is not there, the problem should be reported to the Coordinator of Media and Technology at rwills@somerset.edu or 732-356-1595 x1119.

Printing
The MaT Center is equipped with a color laser printer and a color inkjet/photo printer. Please refer to the posted price list before printing. This money covers the cost of toner and ink as well as other expensive maintenance. Because these printers are designed primarily for multimedia use, they are more expensive to maintain. SCC recommends printing papers, essays, and similar documents in the library. The printer in the library is less expensive and is designed for this type of work.

Inappropriate Activity
Students found visiting websites or using other media deemed inappropriate by any faculty or staff member will have the incident reported and stored in the student’s record. Upon the occurrence of three such incidents, the person will forfeit access to the Media Center and/or have their network account disabled. This condition will not free students from the responsibility of completing projects involving technology – the student will be required to complete course work at home or at another location. A demonstration of genuine repentance (change of behavior and heart) to the deans may in some cases reinstate privileges. Such a demonstration may, for example, involve counseling with SCC faculty or proof of counseling with an approved outside source. A user’s privileges will be reinstated at the discretion of the deans. Appeals may be made through the appropriate appeal process.
Student Life

Biblical Basis for Community Relationships

"A community by definition is a group of people living together who share a common way of life which is expressed in shared beliefs, goals, values, purpose, responsibilities, and communication. Inherent in this common way of life is a set of principles and derived customs which characterize the distinctiveness of such a community."

A distinguishing mark of a Christian community is that its members commit to a set of basic principles which are considered essential to maintain the spirit and health of the community. At Somerset Christian College, the foundation of our community is relationships with God and others as expressed in the Great Commission and the Greatest Commandment:

"Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you." (Matthew 28:18)

"You shall love the Lord your God with all your heart, and with all your soul, and with all your mind . . . . And . . . you shall love your neighbor as yourself." (Mark 22:37-40)

We have identified the following specific expressions of love as being among the most desirable in our relationships and our community:

**Fruit of the Spirit**
Scripture teaches that certain attributes are available to individuals through the Holy Spirit. These attributes include:

"Love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self control. Against such things there is no law." (Galatians 5:22 24).

These "fruit of the Spirit" are foundational to the health of our community and to be sought, encouraged and demonstrated in our relationships. In contrast to encouraging these positive attributes of the heart, Scripture condemns attitudes such as greed, jealousy, pride, prejudice, and hatred. Although these attitudes are sometimes difficult to discern, they can hinder relationships with God and others and lead to unacceptable behavior.

**Encouragement**
We expect each member of the community to strive consciously to maintain relationships that support, encourage, and help others.

"We who are strong ought to bear with the failings of the weak and not to please ourselves. Each of us should please his neighbor for his good, to build him up" (Romans 15:1-2).
Mutuality and Patience
Because of our humanness, difficulties in relationships can occur. In such cases, we are to respond as the Scripture states:

“...clothe yourselves with compassion, kindness, humility, gentleness and patience. Bear with each other and forgive whatever grievances you may have against one another” (Colossians 3:12).

Burden Bearing
We are responsible to come alongside those experiencing grief, discouragement, illness, tragedy, or other personal trial. Expressions of bearing one another's burdens include comfort, encouragement, consolation, and intercession.

“Brethren, if someone is overtaken in any trespass, you who are spiritual restore such a one in a spirit of gentleness, considering yourself lest you also be tempted. Bear one another's burdens, and so fulfill the law of Christ” (Galatians 5:1-2).

Speaking the Truth in Love
A community such as ours can be strengthened by speaking the truth to each other with love. Problems in relationships and behavior can be resolved constructively by confronting one another in an appropriate spirit. If the welfare of the one being confronted is paramount and if the confronter is acting in love, the process can produce growth.

“…speaking the truth in love, [we] may grow up into all things into he who is the head – Christ...” Ephesians 4:15

Reconciliation, Redemption, and Restoration
Healing broken relationships is necessary for a healthy community. When relationships have been harmed, regardless of the reason, individuals are expected to reach out to one another, to forgive one another, to restore relationships and to make restitution.

“. . .and He (Christ) has given us the ministry of reconciliation... and He has committed to us the message of reconciliation” (II Corinthians 5:18 19).

Implementing the above expressions of love in relationships requires continual effort and sensitivity to others. Relationships of this quality enrich our lives, honor God, and assist in meeting the goals of the college.
Accountability and Appeals

SCC is built upon biblical principles of growth and discipleship. This means care and confrontation are needed to facilitate Christian maturity. The purpose of discipline in the life of a believer is to develop a consistent walk with Jesus Christ, which draws others toward a relationship with Him as well.

Restoration
The goal of the discipline process is individual redemption and restoration of damaged relationships. The process for repairing a breach in a relationship varies from situation to situation depending on circumstances.

Even in situations in which temporary separation of a student from the College is necessary, steps to restore the relationship will be established.

Accountability
Discipline in the Christian community should take several forms. First, each individual should discipline him or herself in such a way as to be in harmony with the community. Secondly, individuals should confront one another privately in love and gentleness with a goal of restoring others to a right relationship within the community (Matthew 18:15-17; Ephesians 4:15; Galatians 6:1-2).

Informal Discipline
Informal Discipline is intended to produce restoration and reconciliation within the community. All members of the community should strive to nurture the community through informal discipline motivated by a heart of love. Students are encouraged to be accountable and responsible for their actions. Students who, prior to any administrative knowledge of an indiscretion, come to the Director of Student Life for help and/or forgiveness will receive help and/or forgiveness as deemed appropriate by the administrator. This "growth initiative" will require the individual to forsake the activity that has created the rift and take the necessary steps to be reconciled to the community. The administrator will determine the steps necessary for restoration. Generally, informal discipline does not become a part of a student's permanent record.

Formal Discipline
There are times when formal discipline becomes part of the redemption process. While these procedures may seem sterile and legalistic, the intention is to draw one back into the community with the least disruption within the community.

These formal discipline procedures will be applied in a consistent and fair manner, which will afford interaction between the individual and the college. Formal discipline may become a part of a student's official record.
Examples of formal discipline are included in the following:

1. **Incident Notice** -- a documented statement of the standard violated with an official warning.

2. **Fines** -- may be levied for community offenses. The range for fines is $5-$50 (plus restitution, if applicable). Fines are to be paid in cash.

3. **Disciplinary Warning** -- a disciplinary status in which the student is required to receive counseling and may include some form of campus community service and/or growth contract.

4. **Disciplinary Probation** -- a disciplinary status which permits students to remain in school under specific terms designated by the Director of Student Life. A student who is on disciplinary probation may not represent the College in any manner or hold any class, club or student body office.

5. **Suspension** -- an action by the Director of Student Life which separates the student from the College for a specified period of time not to exceed ten class days. During a suspension, a student is to go home immediately (unless the Director of Student Life provides another option) and not return to campus until the specified period has ended. The parents of dependent students and appropriate faculty/staff will be notified. No refunds will be issued for days missed. When the student returns to campus, he or she will be placed on Disciplinary Probation that will include mandatory counseling. (Academic consequences are pending faculty decision.)

6. **Disciplinary Withdrawal** -- an action initiated by the student and approved by the Director of Student Life for a student to withdraw without the privilege of re-enrollment for at least the following semester.

7. **Disciplinary Denial of Re-enrollment** -- an action by the Director of Student Life to separate a student from the College for at least one semester for disciplinary reasons.

8. **Disciplinary Dismissal** -- an action by the Director of Student Life and the Vice President of Academic Affairs and Dean of the College to separate a student from the College immediately for disciplinary reasons. The length of the dismissal and the terms by which the student may qualify to return are determined by the Dean of Students. Refunds for tuition may be made in accordance with the program guidelines.

**Appeals**

Following any formal discipline, a student has the right to appeal to the next highest level of authority. The appeal must be made in writing within 48 hours after receiving the discipline.

The process includes an opportunity for the student and the individual who initiated the discipline to state and defend his or her position to the appellate authority. The decision of the appellate authority will be final. Appeals of discipline shall be made as follows:

Discipline by the Director of Student Life may be appealed to the Discipline Review Committee which will respond within the following business week after receiving the appeal. The Discipline Review Committee is authoritative and there is no further appeal.

**Discipline Review Committee**

The Discipline Review Committee is the final authority for appeals which follow disciplinary action by the Director of Student Life. The committee, which is formed only according to need, reports directly to the Vice President of Academic Affairs & Dean of the College and is composed of one faculty member, one staff member, and one student.
Occasionally there may be differences or difficulties between students and/or faculty in the classroom. In these cases, a joint Academic and Student Development Review Committee will be formed to review individual situations and recommend courses of action to faculty and students. Student life policies and academic appeals policies will be jointly considered and carried out.

**Standard of Conduct**

At Somerset Christian College, we strive to bring all of life under the Lordship of Jesus Christ. We believe that a personal faith in Jesus Christ is the foundation for social, intellectual, and spiritual growth; further, the College believes that as ethical principles of the Christian faith are applied to life, certain actions are beneficial and others are detrimental to the development of Christian character. Spiritual discernment and restraint are needed in seeking to lead a holy life; this includes what you allow your eyes and ears to be exposed to. God's Word specifically states that some actions such as stealing, the use of slanderous or profane language, occult practices, and inappropriate sexual behaviors such as premarital sex, marital infidelity, and homosexual behaviors are unacceptable; actions motivated apart from love and faith are dishonoring as well. The use of illegal drugs and other substances that are harmful to the temple of the indwelling Spirit are prohibited.

**Programs, Services and Activities**

The Office of Student Life seeks to accomplish its mission through cooperative, responsive relationships, programs, services and activities.

**STUDENT SERVICES**

**GOAL**

The goal of Student Services is to provide supportive, community-oriented services to address the needs of students at Somerset Christian College academically, spiritually, emotionally, and vocationally. Our desire is to become an ever-improving, caring, and equipping community that encourages personal and community health. To accomplish this, we practice cooperation within the College community, the larger Pillar of Fire ministry, Zarephath Christian Church, Star 99.1 Radio Station, and the Zarephath Health Center as well as a network of contacts with professional Christian counselors, therapists, and psychiatrists that work in our area. We also seek to maintain positive and mutually rewarding contact with churches, pastors, and various parachurch ministries.

**TYPES OF SERVICE**

- Advising/Mentoring Services
  - Faculty Advisors
  - Field Mentors (through departmental internship programs)
- Professional and/or Lay Counseling referral services
- Tutoring services through the SCC Instructional Resource Center
- Graduate School and Career advice through Faculty Mentors, Department Heads, and the Director of Student Life
METHOD OF DELIVERY
Most student services may be obtained in the following ways:

- Consult with your Faculty Advisor, who is your best source of information. Your Faculty Advisor may assist you directly or refer you to another member of the SCC team:
  - A faculty or staff member
  - Director of Student Life
  - Director of the Instructional Resource Center
  - Vice President of Academics
  - President of the College

STUDENT GOVERNMENT
The Student Government seeks to fairly represent the interests and concerns of each member of the student body. Its purpose is to provide efficient and effective addressing of needs within the student body of the College, to uphold the code of conduct of the community, and to initiate positive activities and programs for the benefit of SCC students. The Student Government, working in close cooperation with the College’s Director of Student Life, brings the students as a community into a closer and more vital relationship with the rest of the College community.

SCC STUDENT CHAPEL
Somerset Christian College is committed to an educational philosophy that emphasizes integration of learning into a Christian world view. Student Chapel reflects this philosophy in that it incorporates a teaching component into one and one-quarter hours of student-led worship that substitutes for that segment of class time once each semester for each evening of class (a total of four Student Chapels per semester). Student Chapel is planned and conducted by the SCC Student Government in cooperation with the Director of Student Life. Chapels frequently include guests who share about ministries that are significantly relevant to SCC students. Student Chapel at SCC is a part of academic life and counts toward class time.
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Alexis Perez  
Amanda Simpson

ADMINISTRATIVE ASSISTANT – NEWARK
Tashorna Montgomery

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E-Mail: info@somerset.edu; lead@somerset.edu  
Website: www.somerset.edu

Main Campus:  
10 College Way  
PO Box 9188  
Zarephath, NJ 08890-9035  
Telephone: (732) 356-1595  
Toll Free: (800) 234-9305; (888) LEAD-EZ1  
FAX: (732) 356-4846

Newark Location:  
Military Park Building, Suite 701  
60 Park Place, 7th Floor  
Newark, NJ 07102  
973-803-5000

Pillar of Fire, International Ministries at Zarephath

Victory Sports Camps  
(732) 356-2612  
Star 99.1 FM Radio Station  
(732) 469-0991  
Somerset Christian College, Undergraduate  
(732) 356-1595  
Zarephath Community Chapel  
(732) 356-2502  
Pillar of Fire International Headquarters  
(732) 356-0102  
Pillar of Fire Western Offices  
(303) 427-5462  
Pillar of Fire web site: www.pillar.org
# Academic Calendar

## 2011-2012 Academic Calendar – Traditional & LEAP Programs

### FALL SEMESTER 2011

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 6</td>
<td>Term A LEAP and Online classes begin</td>
</tr>
<tr>
<td>September 3</td>
<td>Labor Day Weekend – no LEAP classes</td>
</tr>
<tr>
<td>September 6</td>
<td>SCC Somerset Opening Convocation – no class Somerset</td>
</tr>
<tr>
<td>September 7</td>
<td>Traditional Fall Semester begins</td>
</tr>
<tr>
<td>September 7-13</td>
<td>Traditional Add / Drop Period</td>
</tr>
<tr>
<td>September 15</td>
<td>SCC Newark Opening Convocation &amp; Ribbon Cutting – no class Newark</td>
</tr>
<tr>
<td>October 15</td>
<td>Term B LEAP and Online classes begin</td>
</tr>
<tr>
<td>October 19-25</td>
<td>Traditional Midterm period</td>
</tr>
<tr>
<td>November 15</td>
<td>Traditional Withdrawal deadline</td>
</tr>
<tr>
<td>November 23-26</td>
<td>Thanksgiving recess - No classes</td>
</tr>
<tr>
<td>December 19-22</td>
<td>Traditional Semester final exams</td>
</tr>
</tbody>
</table>

### SPRING SEMESTER 2012

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 7</td>
<td>Term A LEAP and Online classes begin</td>
</tr>
<tr>
<td>January 16</td>
<td>Martin Luther King Day – no classes</td>
</tr>
<tr>
<td>January 17</td>
<td>Traditional Spring Semester begins</td>
</tr>
<tr>
<td>January 17-23</td>
<td>Traditional Add / drop period</td>
</tr>
<tr>
<td>March 1-7</td>
<td>Traditional Midterm period</td>
</tr>
<tr>
<td>March 6-10</td>
<td>Term B LEAP and Online classes begin</td>
</tr>
<tr>
<td>March 12-16</td>
<td>Traditional SCC Spring Break</td>
</tr>
<tr>
<td>April 2</td>
<td>Traditional Withdrawal deadline</td>
</tr>
<tr>
<td>April 6-8</td>
<td>Easter Weekend – no LEAP classes</td>
</tr>
<tr>
<td>April 26-May 2</td>
<td>Traditional Semester final exams</td>
</tr>
<tr>
<td>May 11</td>
<td>Baccalaureate Services</td>
</tr>
<tr>
<td>May 12</td>
<td>Graduation</td>
</tr>
</tbody>
</table>

### SUMMER SESSION 2012

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 21</td>
<td>Traditional Summer Session begins</td>
</tr>
<tr>
<td>May 21-25</td>
<td>Traditional Summer add / drop period</td>
</tr>
<tr>
<td>May 26-28</td>
<td>Memorial Day Weekend – no Traditional or LEAP classes</td>
</tr>
<tr>
<td>June 2</td>
<td>LEAP and Online courses begin</td>
</tr>
<tr>
<td>July 4</td>
<td>Independence Day - no classes</td>
</tr>
<tr>
<td>July 23-28</td>
<td>End of Traditional, LEAP and Online Sessions</td>
</tr>
</tbody>
</table>