

2011-2012 University Catalogue



Kingswood University

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Sussex, NB E4E 1E6

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www.kingswood.edu



KINGSWOOD UNIVERSITY

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Canada E4E 5L2

Phone: 506-432-4400
Toll-Free: 888-432-4444
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www.kingswood.edu

CHARTER

Kingswood University is operated under a charter granted by the legislature of the Province of New Brunswick and authorized thereby to confer degrees in church-related education.

ACCREDITATION

Commission on Accreditation of the Association for Biblical Higher Education (ABHE)
5850 S. Semoran Blvd., Suite 130
Orlando, Florida 32822
Telephone: 407-207-0808
www.abhe.org

OTHER ASSOCIATIONS

Association of Christian Schools International (ACSI)
Christian Holiness Partnership (CHP)
Evangelical Fellowship of Canada (EFC)

The University reserves the right to make necessary changes without further notice. The regulations, courses, personnel, and costs listed herein are subject to change after date of publication of this bulletin through established procedures. In such cases, the University will attempt to communicate such changes to all students, faculty, and staff through written means. It is important that each student familiarize themselves with the regulations set forth in this Catalogue and assume their proper responsibilities concerning them.

Kingswood University
2011-2012 Catalogue
Revised November 2011

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STAFF DIRECTORY

Office of the President

President Mark L. Gorveatte, 432-4401
Administrative Assistant Position Open, 432-4411

Academic Offices

Vice President for Academic Affairs David F. Smith, 432-4406
Administrative Assistant Judith Hughes, 432-4460
Associate V.P. for Academic Affairs & Registrar Janet Starks, 432-4407
Director of Student Ministries David Smith, 432-4406
Director of Library Services Jane Hagle, 432-4417
Library Assistant Marilee Rodgeron, 432-4427

Faculty

Biblical Studies, Old Testament Clinton Branscombe, 432-4466
Biblical Studies, Theology Kenneth Gavel, 432-4461
Christian Counselling Allen Lee, 432-4419
Children's Ministry/Christian Education Janet Starks, 432-4407
Christian School Education Douglas Graham, 432-4472
Evangelism & Compassion Ministry Michael MacNeil, 432-4467
General Education David Trouten, 432-4473
Global Ministry William Peed, 432-4462
Music Ministry David Klob, 432-4463
Pastoral Ministry/Church Planting/Youth Ministry Stephen Elliott, 432-4464
Spiritual Formation David Hagle, 432-4409

Spiritual Life

Dean of Christian Formation David A. Hagle, 432-4409
Administrative Assistant Eileen Gavel, 432-4429
Director of Worship Elizabeth Rhyno, 432-4449
Campus Pastor Stephen Elliott, 432-4464

Student Services & Plant Operations

Vice President for Campus Life Kirk G. Sabine, 432-4408
Administrative Assistant Judy Kearley, 432-4428
Men's Resident Director Jacob Leckel, 432-4448
Women's Resident Director Jennifer Carruthers, 433-1587
Plant Operations Manager Kevin Moss, 432-4418
Maintenance Director Richard Starks, 432-4428
Director of Food Services Greg Mann, 432-4478

Office of Finance & Planned Giving

Vice President for Financial & Human Resources Ivan R. Graham, 432-4403
Receptionist/Cashier Jo-ette Branscombe, 432-4400
Bookkeeper Marilyn Otis, 432-4413

Department of Admissions

Vice President for Enrolment & Communications D. Scott Rhyno, 432-4402
Associate Director for Enrolment & Financial Aid Shelley Vail, 432-4422
Director of Financial Aid Ruth Muscroft, 432-4423
Admissions Counsellor Tom Cann, 432-4452
Admissions Counsellor Ben Canney, 432-4412
Associate Director for Social Media & Chapel Technology Shane Grant, 432-4482
Webmaster, Graphic Design Consultant Troy Wilson, 432-4458

Department of Institutional Advancement

Executive Director Position Open, 432-4404
Department Secretary Marilee Peed, 432-4424

BOARD OF TRUSTEES

Executive Committee

Dr. H. C. Wilson, Chair	Moncton, NB
Dr. Laurel D. Buckingham, Vice-Chair	Moncton, NB
Mr. Robert C. Strum, Secretary.....	Wilmington, DE
Rev. David W. LeRoy, Assistant Secretary.....	Moncton, NB
Rev. Mark L. Gorveatte, University President.....	Sussex, NB

Members at Large

Dr. Carole Bos	Holland, MI
Rev. Wesley Dupin.....	Hudsonville, MI
Rev. Anita Eastlack.....	Alexandria, VA
Dr. Philip S. E. Farrell.....	Kanata, ON
Rev. Mike Fisher.....	Dixonville, PA
Rev. J. Michael Hilson	La Plata, MD
Rev. Paul James	Queensbury, NY
Rev. Richard Kavanaugh	High Point, NC
Rev. Robert MacCallum	Sussex, NB
Rev. Dwight Mikesell	Bethlehem, PA
Rev. Steve Moore.....	Atlanta, GA
Rev. D. Joseph Payne	Appleton, NY
Rev. Gregory D. Reynolds	Roanoke, VA
Dr. Peter Rigby	Kingston, ON
Rev. Mick Veach	Shelby, MI
Rev. Wayne B. Wager	Liverpool, NY
Dr. Thomas L. Ward	Prattville, AL
Rev. Stephen Wilson	Greeley, CO

Trustees Emeriti

Dr. Wayne E. Caldwell	Indianapolis, IN
Rev. Hazen B. Ricker	Sussex, NB

Advisory Members

Rev. Kerry D. Kind, General Director of Education & the Ministry	Indianapolis, IN
Dr. Jo Anne Lyon, General Superintendent	Indianapolis, IN

Direct correspondence to the appropriate department at:

Kingswood University

26 Western Street, PO Box 5125, Sussex, New Brunswick, Canada E4E 5L2

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E-mail Addresses:

Office of the President	president@kingswood.edu
Academic	academic@kingswood.edu
Admissions	admissions@kingswood.edu
Business Office	finance@kingswood.edu
Institutional Advancement	advance@kingswood.edu
Spiritual Life	discipleship@kingswood.edu
Student Services	studentserv@kingswood.edu

A PERSONAL WORD FROM THE PRESIDENT



So whether you eat or drink or whatever you do, do it all for the glory of God. Do not cause anyone to stumble, whether Jews, Greeks or the church of God—even as I try to please everybody in every way. For I am not seeking my own good but the good of many, so that they may be saved.

1 Corinthians 10:31-33 (NIV)

The Apostle Paul opens a window to his heart and shares the motivations that have caused him to endure incredible hardships in pursuit of God's call. Paul reminds the early church that the first priority is to "do it all for the glory of God." We share that calling. Our purpose is to glorify God in all that we do.

Paul also reminds these believers that the goal of his ministry is not "seeking my own good but the good of many, so that they may be saved." Effective and enduring ministry has a clear focus. It's not about a career or a profession. Ministry is about answering the Master's call to become fishers of men, labourers in His harvest. We still believe that people need to be saved and that Jesus is not just the best hope, He is our only hope!

For the past 66 years, Kingswood University has been preparing young men and women for spiritual leadership in the Kingdom. This unique mission has never been more strategic for Kingdom advance. The need for Christ-like servant leaders has never been greater as the harvest fields around us grow whiter. The opportunities for global impact are unparalleled in a world that grows smaller and more complex at the same time.

If you are exploring God's call to a lifetime of servant leadership, we invite you to consider the unique advantages of preparing to answer that call at Kingswood University. Jesus could have set up a university in downtown Jerusalem, but instead He spent most of his time preparing his "next-generation" leaders in remote settings accessible to, but away from, the hectic pace of the city.

Kingswood is kilometres beyond ordinary, just 30 minutes from some of North America's most beautiful wilderness. Our community of faith and learning is set in a small town not unlike Capernaum. Carpenters and dairy farmers sit in the coffee shop next to students and PhD professors. Life slows down enough for you to listen to God and deepen your understanding of His calling. Whether God calls you to New York City or Newfoundland, you'll never forget the lessons learned here!

You are not likely to end up at Kingswood by accident. Our students often testify to a sense of God's calling not only to ministry but also to choosing Kingswood University as the best place for them to continue their journey toward character transformation and ministry effectiveness.

Allow us to share your journey as you prepare to serve for the glory of God and the good of many!

Your servant in Christ,

Rev. Mark Gorveatte

OUR MISSION

To prepare spiritual leaders for the church of Jesus Christ and specifically for The Wesleyan Church. It is driven by the passion of Christ to reach a lost world as expressed in Matthew 9:38, *Ask the Lord of the harvest . . . to send out workers into His harvest field.* The focus of this mission is to prepare pastors for local church ministry and missionaries for trans-cultural service. The breadth includes the preparation of specialized ministers according to the needs of the Church. The depth is reflected in our requirement that all graduates demonstrate academic excellence, ministry effectiveness, and holy character.

ACADEMIC CALENDAR

Fall Semester 2011

Financial registration – seminar students.....	August 29
First day of Semester – seminar classes	August 30
Registration/Orientation – new students	September 5-6
Financial Registration – returning students	September 5-6
Full-semester classes begin	September 7
Last day to change a course without drop/add fee	September 16
Last day to enrol	September 20
Spiritual Advancement Week	September 20-22
Thanksgiving break	October 10-11
Classes resume	October 12
Board of Trustees meeting	October 21
Encounter Weekend	November 4-5
Last day to withdraw without academic penalty	November 11
Pre-registration for spring 2012	November 14-18
No classes	November 25
Last day of classes	December 9
Final exams	December 12-16

Spring Semester 2012

First day of semester – seminar classes	January 9
Full-semester classes begin	January 16
Last day to change a course without drop/add fee	January 20
Holiness Advancement Week	January 24-26
Last day to enrol	January 27
March break	March 5-9
Classes resume	March 12
International Missions Convention	March 20-22
Last day to withdraw without academic penalty	March 23
Pre-registration for Fall 2012	March 26-30
Easter Break	April 6-9
Board of Trustees Meeting	April 20
Last day of classes	April 24
Reading day	April 25
Final exams	April 26-May1
Baccalaureate service/Graduation Reception	May 4
Commencement	May 5
TESL.....	May 3-18

GENERAL INFORMATION

Purpose

The purpose of Kingswood University is to educate and equip men and women for ministry in the Christian Church in general and The Wesleyan Church in particular. As such, Kingswood devotes itself to the upbuilding of each individual with regard to their academic, spiritual, and emotional wholeness to enable them to be faithful in their witness to Jesus Christ and His Church.

Doctrinal Statement

Owned and operated by The Wesleyan Church, Kingswood upholds the Articles of Religion as found in *The Discipline of The Wesleyan Church*, which includes the following summary of doctrinal beliefs:

We believe in God the Father, the Son, and the Holy Spirit.

We believe that Jesus Christ the Son suffered in our place on the cross, that He died but rose again, that He now sits at the Father's right hand until He returns to judge all men at the last day.

We believe in the Holy Scriptures as the inspired and inerrant Word of God. We believe that by the grace of God every person has the ability and responsibility to choose between right and wrong, and that those who repent of their sin and believe in the Lord Jesus Christ are justified by faith.

We believe that God not only counts the believer as righteous, but that He makes such persons righteous, freeing them of sin's dominion at conversion, purifying their hearts by faith and perfecting them in love at entire sanctification, and providing for their growth in grace at every stage of their spiritual life, enabling them through the presence and power of the Holy Spirit to live victorious lives.

Goals

In the accomplishment of the Mission of the University, the specific goal of Kingswood University is to prepare pastors, missionaries, youth pastors, church planters, ministers/directors of Christian education, ministers of music, teachers for Christian schools, and general Christian service workers.

In addition, the University continues to study and assess current programs to assure they are meeting perceived ministry needs. Since the University is committed to the entire scope of the ministry of The Wesleyan Church, it seeks to provide the level of education required by the Church for various professional ministries and to prepare graduates to fulfill with competence and effectiveness their calling in these ministries. In so doing, the University gives priority to the education of students from The

Wesleyan Church, but also encourages the attendance of other committed Christians from various church affiliations.

General Objectives

Within the framework of its mission and goals, the University strives to fulfill the following objectives:

1. to guide students into greater knowledge of the Bible, the Christian faith, themselves, others, and the world around them.
2. to develop within students a deeper appreciation of a biblical sense of values, of God's plan for their lives, of their spiritual, social, and national heritage, and of their privileges and responsibilities in contemporary life.
3. to assist students in the development of research skills, critical thinking for independent study, the integration of all knowledge and experience into a Christian worldview, and the effective communication of truth.
4. to facilitate students in the development of a well-rounded, wholesome Christian personality, physically, mentally, emotionally, socially, and spiritually.

History and Heritage

Kingswood University was founded in October 1945 in Woodstock, New Brunswick by the Alliance of the Reformed Baptist Church of Canada. Known as the Holiness Bible Institute, its primary purpose was the training of ministers to serve the Reformed Baptist Church within the Atlantic region. In 1947, the school was relocated to Yarmouth, Nova Scotia and renamed Bethany Bible College. In 1965 Bethany relocated a second time, to its present location in Sussex, New Brunswick.

In July 1966, the Alliance of the Reformed Baptist Church of Canada joined the Wesleyan Methodist Church. Two years later, in June 1968, the Wesleyan Methodist Church merged with the Pilgrim Holiness Church to form The Wesleyan Church.

Over the course of time, the University has made advances academically. In May 1970, the General Board of Administration of The Wesleyan Church authorized Bethany Bible College to award the Bachelor of Arts Degree in Religion, the basic four year program for those entering full time ministerial service. In 1983, the Province of New Brunswick, through official legislations, authorized Bethany to grant church related degrees.

In 2011 Bethany Bible College was renamed Kingswood University.

Accreditation

Kingswood University is accredited by the Commission on Accreditation of the Association for Biblical Higher Education (ABHE). This is the major North American accrediting agency for biblical higher education. ABHE is recognized by the U.S. Department of Education.

Alumni Association

Kingswood has a growing alumni organization with members in various parts of the world. Those serving in ministry fill such vital roles as pastors, church planters, missionaries, Christian educators, and chaplains. Many others serve the Church as qualified lay people. The primary objective of the Alumni Association is to promote the welfare of the University by being informed of its needs and progress, contributing prayerfully and financially to its support, and alerting the public to its values.

Kingswood and the Sussex Community

Kingswood is located in the town of Sussex which has a population of approximately 5,000 and is nestled in the beautiful hills of the Kennebecasis River Valley. It is well-suited for the outdoor enthusiast, being a short drive from various ski resorts, Fundy National Park, one of the pristine parks of North America, and the Bay of Fundy which boasts the highest tides in the world. Sussex is conveniently located along provincial highway 1 providing easy access to Moncton, Saint John, and Fredericton, the capital of New Brunswick. Sussex is also within a two-hour drive of the state of Maine and is, therefore, not far from some of the major cities of the north-eastern United States, such as Portland, ME and Boston, MA.

Campus Resources

The campus is situated on fifty-seven acres of land overlooking the town of Sussex. The lower part of the campus is located along Main Street and Western Street. This includes Nicholson Hall which contains the library and computer lab, and the Burbury Administration Centre which accommodates administrative offices, the Admissions department, and classrooms. The upper campus is site of four student residences, Stairs Hall containing the cafeteria and classrooms, and the Mitchell Student Centre, which includes recreation facilities, the Blazer Deli, lounge, and Student Services office. The upper campus also includes buildings housing the Academic Department, the Music Department, faculty offices, and recreational fields. Also nearby is the President's home.

Notification of Disclosure of Personal Information to Statistics Canada

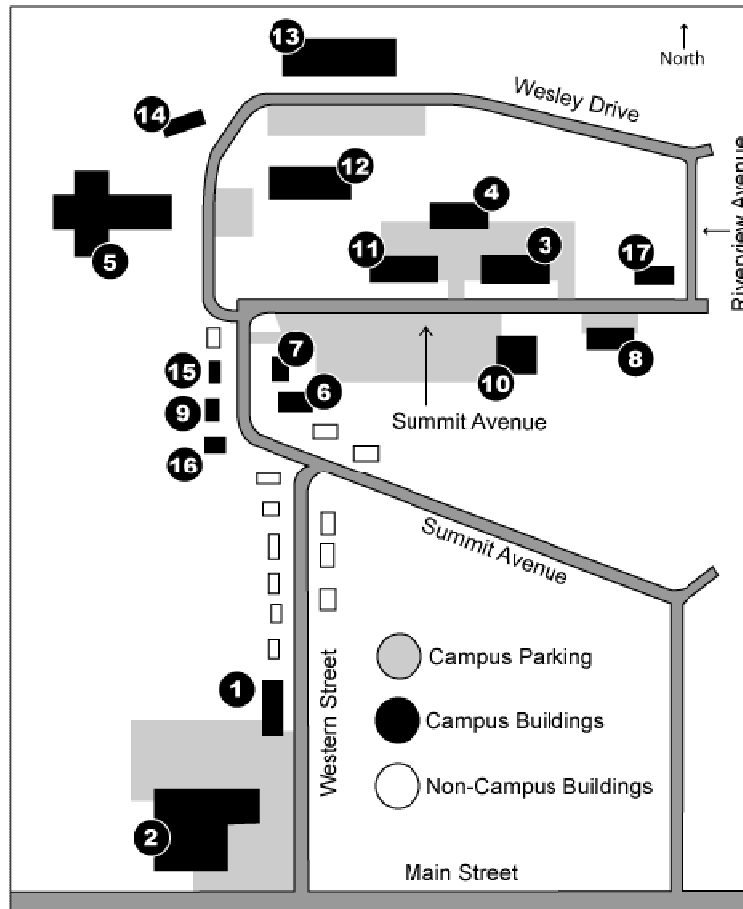
Statistics Canada is the national statistical agency and as such carries out hundreds of surveys each year on a wide range of matters, including education.

In order to carry out such studies, Statistics Canada asks all colleges and universities to provide data on students and graduates. Institutions collect and provide to Statistics Canada, student identification information (student's name, student ID number, Social Insurance Number), student contact information (address and telephone number), student demographic characteristics, enrolment information, previous education, and labour force activity.

The Federal *Statistics Act* provides the legal authority for Statistics Canada to obtain access to personal information held by educational institutions. The information may be used only for statistical purposes, and the confidentiality provisions of the *Statistics Act* prevent the information from being released in any way that would identify a student.

Students who do not wish to have their information used are able to ask Statistics Canada to remove their identification and contact information from the national database.

Further details on the use of this information can be obtained from the Statistics Canada website: <http://www.statcan.ca> or by writing to the Postsecondary Section, Centre for Education Statistics, 17th Floor R.H. Coats Building, 150 Tunney's Pasture Driveway, Ottawa, ON K1A 0T6.



1. Burbury Administration Centre 26 Western Street
 - Office of the President
 - Department of Admissions
 - Office of Finance & Planned Giving
 - Department of Institutional Advancement
 - Communications
2. Nicholson Hall - Library & Computer Lab Corner of Main & Western Streets
 - Earle and Marion Trouten Library
 - Computer Lab
3. Stairs Hall - Classrooms & Cafeteria 80 Summit Avenue
4. Mitchell Student Centre & Blazer Deli..... 78 Summit Avenue
5. Saunders Irving Chapel 20 Wesley Drive
 - Wesley Hall (lower level)
6. Faculty House 55 Summit Avenue
7. Academic Department 63 Summit Avenue
8. Bridgeo House – Music Ministry Department 89 Summit Avenue
9. Vice President for Academic Affairs Residence..... 60 Summit Avenue
10. Joan Phillippe House - Female Residence 83 Summit Avenue
11. Ingersoll House - Male Residence 76 Summit Avenue
12. Tom Phillippe House - Split Male/Female Residence 35 Wesley Drive
13. Town House Apartments 64, 66, 68 Wesley Drive
14. Campus Pastor Residence 44 Wesley Drive
15. Vice President for Campus Life Residence..... 66 Summit Avenue
16. Women's Resident Director's Residence 54 Summit Avenue
17. President's Residence 98 Summit Avenue

ADMISSIONS INFORMATION

ADMISSION POLICIES

General Requirements

The prospective student is assessed according to academic background, moral behaviour and character, and personal Christian testimony. In the consideration process, the applicant's complete prior academic record, recommendations, plans for the future, and personal information are reviewed. If applicants meet the required standards in these areas, they are admitted to the University. The University does not discriminate on the basis of race, colour, national origin, age, or gender in admission to, treatment in, or employment in its programs and activities.

Academic Requirements

Applicants must have a high school diploma or equivalent, and achieve satisfactory grades in the following courses:

- 3 college preparatory English credits
- 2 college preparatory Math credits
- 2 college preparatory History credits
- 2 college preparatory Science credits

Students without the necessary background or grades may be admitted on a conditional basis. The first semester for these students will be a qualifying semester.

Character Requirements

Applicants are expected to be of high moral character and are therefore expected to be a minimum of six months from participation in tobacco products, non-prescription drug use, alcohol, pornography, inappropriate sexual relationships, gambling, and occult activities.

ADMISSION PROCEDURES

Applications and information may be obtained from the Admissions Department, 506-432-4422 or 1-888-432-4422. Applications for admission should be made early so that necessary arrangements for entrance may be made. However, applications will be received up to one week before the last day to enrol (see Academic Calendars). In no case will a student be permitted to enrol more than two weeks after the beginning of the semester.

All applicants must submit the following to the Admissions Office:

1. Application for Admission

The application is to be returned to the Admissions Department, Kingswood University, 26 Western Street, PO Box 5125, Sussex, New Brunswick, Canada, E4E 5L2. A non-refundable \$20 application fee should be enclosed. All questions on the application form are to be answered or marked N/A if not applicable. Application can also be made on-line through the Kingswood website (www.kingswood.edu).

2. School Records

All secondary and post-secondary transcripts, when applicable, are required in order to assess a candidate for admission. All transcripts are to be mailed directly to the University. Applicants will need to ask their high school guidance counsellor to send a transcript to the University. Transcripts may be reviewed for admission at the completion of the applicant's 11th grade year. An official transcript certifying graduation will be required for enrolment.

3. Reference Forms

All applicants must have the two appropriate reference forms completed according to the instructions on each form. All forms must be received in order to make an admissions evaluation.

All accepted applicants must submit the following before they can be enrolled:

1. Health Records

A completed Student Health Data Form must be submitted. American and other international students are required to purchase medical insurance provided through the University.

2. Financial Aid Application

All accepted applicants are expected to make adequate financial arrangements. Applicants wishing to apply for financial aid through the University must submit a Financial Aid Application. Specific opportunities for financial assistance through the University are listed in the Financial Information section of this Catalogue.

3. Room/Tuition Deposit

A \$100 room/tuition deposit must be submitted by all students prior to enrolment. See the *Student Handbook* (<http://www.kingswood.edu/campuslife/PDF/Student%20Handbook%20-%20Fall%202011.pdf>) and the Financial Information section of this Catalogue for details.

Note: Applicants must submit all required forms and transcripts before they may enrol. All acceptances are contingent upon continued Christ-like character development. Accepted students are to abide by all expectations regarding moral conduct as described by the KU *Student Handbook* (<http://www.kingswood.edu/campuslife/PDF/Student%20Handbook%20-%20Fall%202011.pdf>).

Home Schooled Students

In addition to the information listed above, home schooled applicants must also submit SAT or ACT scores, and information about their schooling.

Mature Students

Kingswood may accept into a degree program a limited number of mature students whose academic background is deficient in some respects. The first semester for these students will be a qualifying semester. Mature student applicants must complete all the forms previously mentioned and will be given consideration if they meet the following requirements:

1. evidence of being 21 years of age before registration.
2. evidence of at least two years of responsible activity since attendance at school.
3. evidence that they can profit from university level study.
4. successful completion of a General Education Development test (GED) or its equivalent. The student will receive an evaluation by the Academic Committee at the end of the first semester.

Early Enrolment

High school students in grade 12 may enrol for up to six hours of university level courses per semester. Students must have an average of at least 85% (3.3 on a 4.0 scale) and must have written approval of their parent or guardian, and the high school they attend. Please contact the Admissions Department for application information.

Transferring From Other Institutions

The transfer applicant is to complete the required forms as mentioned above. In addition to this, the applicant must request an official transcript to be sent directly to the University from all schools attended. Credits being transferred to Kingswood must be from an accredited institution and have at least a "C" grade. The University will only transfer those credits that can be applied directly toward the desired program of study at Kingswood.

A student transferring credits to Kingswood must take at least thirty hours in residence for a degree, even though they may have in excess of the required number of hours for graduation. This residency must

be the final year of the program unless special arrangements have been made with the Vice President for Academic Affairs.

A student who is on academic probation at another institution and who is accepted to study at Kingswood will be placed on academic probation for at least one semester. A student dismissed from another institution must wait a minimum of one semester before enrolling at Kingswood.

Re-admission

A student who has withdrawn from the University must apply for re-admission through the Admissions Department. If it has been two years or less since the student was last enrolled at the University, it will not be necessary for the student to complete the entire admissions process. The student should make re-application by means of a letter stating reasons for desired re-admission, the program of study desired, and submit a \$20 application fee. If more than two years have passed since the student was last enrolled at the University, all the admissions procedures must be fulfilled. Students re-admitted return under the same academic standing as when they withdrew from Kingswood. Students must meet the academic requirements of the program in effect at the time of re-admission.

International Students

An individual wishing to enter Canada as a student must have the following documentation upon entry:

1. a valid passport.
2. evidence of acceptance from the University.
3. evidence of sufficient funds for maintenance, full tuition, and all other necessary expenses, including return transportation. This may be in the form of a bank draft or a notarized letter from a parent, guardian, or sponsor indicating full financial support while studying in Canada.

At the port of entry, a student authorization form (student visa) will be issued upon the fulfillment of the above requirements. Immigration Canada will charge a fee of \$125 (Canadian funds, payable by cash, certified cheque, MasterCard, or Visa) for the student visa.

Applicants from countries other than the United States are also required to have proper medical documentation before leaving their own country and should contact a local Canadian Consulate for additional immigration requirements for their country. Such applicants should allow a minimum of one year to complete the application for admission process.

If English is not their first language, international students must take the "Test of English as a Foreign

Language" (TOEFL). In addition to the forms and information listed above, an official score report must be forwarded to the University before an admission decision can be reached. The minimum acceptable score for admission to the University is:

- Paper-based test - 500
- Internet-based test - 61

FINANCIAL INFORMATION

Tuition income does not cover the entire cost of a student's education. Substantial amounts must be raised each year by the University to cover the difference between what students pay and the total

cost of their education. Therefore, each student is required to exhibit financial responsibility in payment of their tuition and fees.

FEES FOR 2011-2012

Please note that all fees listed below are not applicable to all students.
See Definition of Financial Charges for a description of all charges and fees.

Dollar Amounts are in Canadian dollars.

Tuition:

12 - 18 credit hours per semester	\$4,400 per semester
Less than 12 credit hours per semester	\$295 per credit hour
More than 18 credit hours per semester	\$240 per credit hour
Audit Fee	\$100 per credit hour
Tuition/Audit - Senior Citizens	1/2 tuition
Tuition Deposit (off-campus students only)	\$100
Music Lesson fee	\$250 per semester

Housing Fees:

Double Occupancy - Standard	\$1,125 per semester
Double Occupancy - Premium	\$1,400 per semester
Double Occupancy - Town House - unmarried	\$1,530 per semester
Private Room Fee (where available)	housing + \$390 per semester
Town House - married - unfurnished (2 - 3 bedroom)	\$3,150 - \$3,675 per semester
Town House - married - furnished (2 - 3 bedroom)	\$3,675 - \$4,175 per semester
Town House Satellite TV	\$125 per semester
Town House Phone	\$125 per semester
Room Reservation Fee/Damage Deposit	\$100

Meal Plans:

21 Meals per week	\$1,500 per semester
14 Meals per week	\$1,400 per semester
Town House Meal Plan (120 meals per semester).....	\$830 per semester
Off-Campus Noon Meal Plan	\$410 per semester

Late Payment/Registration Fee	\$100
Drop/Add Fee	\$10 per change
Chorale Fee	\$500 per year
International Student Medical Insurance	\$525 per year
Praxis Fee - A.A. (Evangelism & Compassion Ministry)	\$350 per semester
Graduation Fee	\$125

SAMPLE OF BASIC FEES FOR 2011-2012

	PER SEMESTER	ANNUAL
Tuition	\$4,400.00	\$8,800.00
Room (Standard Housing)	\$1,125.00	\$2,250.00
21 meal plan	<u>\$1,500.00</u>	<u>\$3000.00</u>
Total	\$7,025.00	\$14,050.00

DEFINITION OF FINANCIAL CHARGES

Tuition

Tuition for students who enrol in 12 to 18 credit hours per semester is a flat rate of \$4,400 per semester. Students enrolling in more than 18 credit hours in a semester pay an additional \$240 per credit hour for every hour over 18 hours. Part-time students, taking less than 12 credit hours per semester, pay \$295 per credit hour.

Audit Fee

This is a per credit hour fee charged to students who wish to attend a course but not receive credit.

Tuition/Audit - Senior Citizens

Individuals 60 years of age or over will be charged one-half of the tuition or audit fee for the courses taken.

Tuition Deposit

After initial acceptance, all off-campus students must submit a \$100 tuition deposit before they can pre-register for classes. Upon enrolment this fee will be applied to their student account.

Individuals who have paid this fee but do not plan to attend Kingswood are eligible for a full refund if they submit a written request prior to July 31 for the fall semester, or December 31 for the spring semester. If a written request is not received by these dates the tuition deposit will not be refunded.

Music Lesson Fee

Music lesson fees are for one half-hour of private instruction or one hour of instruction in a class setting per week. In addition to the lesson fee, one credit hour will be added to the number of credit hours charged.

Housing Fee

This fee is the charge for a dual occupancy dorm room. Room furnishings include drapes, bed, mattress, dresser, chair, and study desk. Bed and bath linens are not provided by the University. Students are responsible for the care of the room they occupy and the furnishings allotted to them.

Following holidays during the year, the dorms open the day before classes resume. The first meal will be served at noon on this day.

Private Room

Subject to the occupancy level, private rooms may be available. Requests are to be indicated on the Room Reservation form.

Room Reservation Fee/Damage Deposit

All resident students must submit a \$100 room reservation fee/damage deposit to ensure a room assignment in the dormitory. Students submitting fees after August 1 will be assigned rooms subject to availability of space.

Individuals who have paid this fee but do not plan to attend Kingswood, or plan to live off-campus, are eligible for a full refund if a written request is submitted prior to July 31 for the fall semester or December 31 for the spring semester. If a written request is not received by these dates, the room reservation fee/damage deposit will not be refunded.

At the end of the academic year this fee may be used to secure a room assignment for the fall semester. If the assigned room was damaged, costs incurred for repairs will be deducted from this fee or the refund amount. The room reservation fee/damage deposit must be maintained at the \$100 level to ensure a room assignment.

Meal Plans

All resident students, except for town house residents, must choose the 14 or 21 meal plan. Unmarried town house students must choose the 14, 21, or the town house meal plan (120 meals per semester).

On-campus married students and off-campus students may purchase any of the meal plans including the noon meal plan which provides a noon meal from Monday to Friday. Students cannot transfer their meal plan privileges.

Late Payment/Registration Fee

All students are expected to register and make the required payment at time of registration. Individuals who fail to do so will be subject to a late payment/registration fee of \$100.

Drop/Add Fee

Students who change courses after the first full week of classes are required to pay a \$10 fee.

Chorale Fee

All chorale members are required to pay or raise donor support in the amount of \$500 per academic year. These funds are used to offset the operational cost of the chorale including weekend and tour travel, and clothing as required.

International Student Medical Insurance

All American and other international students are required to purchase the medical insurance plan provided through the University.

Praxis Fee

Students enrolled in the A.A. (Evangelism & Compassion Ministry) are required to pay the Praxis fee of \$350 per semester. These funds are used to offset the cost of the practical ministries which are part of this program.

Graduation Fee

This fee is charged to all graduating students. It includes all items related to graduation including cap purchase, gown rental, and diploma.

Textbooks

The cost of textbooks is not included in the tuition fee.

PAYMENT OF TUITION AND FEES

Payment Terms

Charges for each semester, less any applicable financial aid, are due and payable at the time of registration. Qualifying students may participate in the payment plan as described below.

Students who provide proof of their ability to meet their financial responsibilities are permitted to pay their semester charges in two equal payments: half on registration day and half on the 15th of the following month (October 15 / February 15). The half payments are calculated after the deduction of grants, and scholarships. Loan funds may be used as part of this payment plan only if they arrive prior to the payment date.

In exceptional circumstances, students who have a viable payment plan but do not pay the half payment on registration day may be permitted to enrol. All such cases must receive prior approval from the Director of Financial Aid and will be assessed a \$100 late payment fee.

Failure to make a payment within five business days of the payment due date will result in the student being excluded from class attendance until the bill is paid in full or alternate payment arrangements approved.

The University accepts Visa, MasterCard, and Canadian and American currencies. The rate of exchange used to convert American currency to Canadian is based on the bank exchange rate for the date payment is received.

REFUND POLICIES

When a student drops a course he or she may receive a refund. The amount of the refund is calculated in accordance with the withdrawal policy for tuition.

When a student leaves the University, either by withdrawal or dismissal, he or she may receive a refund. The amount of the refund is determined as outlined below.

Tuition and Room Fees

Refunds for tuition and room fees are calculated on the following basis:

<u>Week</u>	<u>Percentage</u>
(or part thereof attended)	
1st week	100%
2nd week	80%
3rd week	65%
4th week	50%
5th week	35%
After 5 weeks	0%

Student Ministry Credits

No refund is given for Student Ministry credits after the Director of Student Ministries has signed the Student Ministry Contract.

Financial Aid

If a student withdraws or is dismissed at any time during a semester, financial aid is re-calculated based on the following policies:

1. All scholarships including Annual Scholarships, Campus Challenge/WBB Scholarships, Entrance Scholarships, Exalt Scholarship, International Wesleyan Ministerial Scholarship, Presidential Leadership Corps Scholarship, and Presidential Scholarships (Distinction, Excellence, and Merit), are completely withdrawn from the student's account.
2. All grants including Kingswood University Grant, Campus Visit Grant, Florida District Grant, Internship Grant, MK Grant, Multiple Family Member Grant, Shepherd's Grant, Sussex Community Grant, and Wesleyan Heritage Grant are pro-rated on the same basis as tuition.
3. The institutional portion of Matching Grants is completely withdrawn from the student's account. The church's portion remains unless a refund is requested by the contributing church. This determination is made before any refund is made to the student.

Meal Plans

No refunds are given for unused meal plan privileges unless a student withdraws or is dismissed from the University. If a student withdraws or is dismissed, meal plan charges are pro-rated on a weekly basis and the amount of the unused portion refunded.

Music Lessons

Lessons are billed for the entire semester unless they are dropped within the first ten days of classes. If they are dropped within this period, the student is billed only for the lessons received.

Room Deposit

When a student withdraws or is dismissed, a refund for the room deposit will be issued only if the student has paid the full semester room charge, and submitted a completed Withdrawal Form to the Finance Department. Any damages for which a student is liable will be deducted from the room deposit refund.

OUR COMMITMENT - AN AFFORDABLE EDUCATION

Kingswood is committed to offering a high quality education at an affordable price. Kingswood's total fees are lower or comparable to those at similar institutions.

A Guide to Financial Aid

Kingswood offers a strong program of financial aid. This includes grants, scholarships, and on-campus jobs. However, institutional financial aid, excluding on-campus jobs, cannot exceed the total cost of tuition during any semester.

GRANTS

Campus Visit Grant

(Up to \$800)

This grant is available to students in their junior or senior year of high school who have a campus visit to Kingswood University. Recipients must live outside the provinces of New Brunswick, Nova Scotia, and Prince Edward Island, or the state of Maine. The grant is applied upon enrolment.

Church Matching Grant

(Up to \$500 per year)

We salute the partnership we share with local churches in raising up a new generation of spiritual leaders.

1. A Church Matching Grant is available to full-time students when a local church, district, or

denomination makes a contribution to the student's account. The University will match the contribution up to \$500 per year.

2. Funds contributed must not be from the parents of the student receiving the benefit.
3. Payments or stipends for any services rendered by the student are not eligible for a matching grant.
4. After their initial year, recipients must maintain a cumulative grade point average of 2.0 to be eligible.
5. The Matching Grant form and funds to be matched must be received by the University prior to January 31 of the applicable academic year.

Internship Grant

(\$500)

This grant is available to students who enrol in only twelve credit hours during the semester of their internship or student teaching.

Kingswood University Grant

(Up to \$1,000 for first-year students; \$500 thereafter)

A limited number of grants are available to full-time degree students who have significant financial need. Recipients must maintain a 2.0 cumulative grade point average to remain eligible for this grant.

MK Grant

(4-year renewable grant; half-tuition)

Recognizing the unique financial pressures facing families involved in missionary service, this scholarship program is available to dependent children of missionaries from North America under current appointment to an overseas field. Preference is given to dependent children of Wesleyan missionaries. A letter from the supervising mission organization stating the current status of applicant's parents must accompany the application.

Details:

1. The scholarship is renewable providing the student maintains a minimum grade point average of 2.5 and fully participates in the program.
2. The scholarship amount is equal to 50% of the block tuition fee.

Criteria:

1. A call into ministry along with appropriate gifts and graces.
2. Accepted into a degree program at Kingswood University.
3. A full-time, resident student who is considered an exemplary spiritual leader.

Multiple Family Member Grant (\$250-\$750 per year)

This grant recognizes the increased financial burden of having more than one person in a family attending Kingswood at the same time. Multiple members include: father, mother, unmarried dependent children, and husband/wife if they are married prior to enrolment. After their initial year, recipients must maintain a 2.0 cumulative grade point average to remain eligible for this grant.

Shepherd's Grant

This grant is available to full-time students who are dependents of a minister under current appointment by The Wesleyan Church or comparable appointment by another denomination. After their initial year, recipients must maintain a 2.0 cumulative grade point average to remain eligible for this grant.

Sussex Community Grant (Half tuition)

This grant is available to current residents of the Sussex area. Recipients must have graduated from Sussex Regional High School, Pals, or Sussex Christian School, or be a long-term resident of the Sussex area (long-term is defined as at least ten years). Recipients must achieve a grade point average of at least 2.5 to maintain the grant.

Wesleyan Heritage Grant

(\$500 per year)

This grant recognizes the significant financial support Kingswood receives from The Wesleyan Church of North America.

1. This grant is available to full-time students who are community or covenant members in good standing of a Wesleyan Church in North America.
2. Recipients must be recommended by a Wesleyan pastor from their local church.
3. After their first year, recipients must maintain a 2.0 cumulative grade point average to remain eligible for this grant.

Wesleyan Loan/Grant Program

This loan/grant is available to junior and senior Wesleyan students who are pursuing ordination in The Wesleyan Church.

See

<http://www.kingswood.edu/admissions/forms.php> to apply for grants.

SCHOLARSHIPS

President's Scholarship Program:

All applicants for full-time admission will be considered for this scholarship program. Scholarships will be awarded using the scale below. Award amounts will be determined at the time of acceptance as outlined below.

President's Scholarship of Distinction

- Requirement: Average 90%, GPA 3.90, SAT 1800, or ACT 27
- Award: \$4,000 per year
- Minimum required GPA for renewal: 3.90

President's Scholarship of Excellence

- Requirement: Average 80-89.9%, GPA 3.70-3.89, SAT 1690-1800, or ACT 25-26
- Award: \$2,000 per year
- Minimum required GPA for renewal: 3.70

President's Scholarship of Merit

- Requirement: Average 75-79.9%, GPA 3.30-3.69, SAT 1590-1680, or ACT 23-24
- Award: \$1,000 per year
- Minimum required GPA for renewal: 3.50

Details:

1. Scholarships will be awarded to Canadian and American students based on the average of the nine college preparatory courses required for admission (page 11).
2. Scholarships will be awarded to all home schooled students based on their SAT or ACT score.
3. Scholarships will be awarded to international students based on their SAT or ACT score.
4. Scholarships will be awarded to students transferring from other institutions based on their GPA in the last semester in which they were a full-time student.
5. As the President's Scholarship is a comprehensive program, in subsequent years recipients will receive their scholarship at the level appropriate to their cumulative GPA.
6. Scholarships are renewable for up to nine semesters for a bachelor's degree and four semesters for an associate's degree, if the minimum cumulative GPA is maintained.

International Wesleyan Ministerial Scholarship

(Full-tuition scholarship)

In its commitment to prepare spiritual leaders for The Wesleyan Church internationally, the International Wesleyan Ministerial Scholarship program provides assistance to students with potential as emerging Christian leaders from economically challenged countries of the world. This scholarship is not

available for dependents of missionaries.

The scholarship is renewable providing students maintain a minimum grade point average of 3.0 and fully participate in the program.

Criteria:

1. Recommendation through personal acquaintance by District, General, or Field Superintendent, and missionary.
2. An exemplary student and spiritual leader.
3. A member of The Wesleyan Church or an alumnus of Caribbean Wesleyan College.
4. A full-time, resident student accepted into a degree program at the university.
5. A letter of intent expressing commitment to return to their home country for ministerial service in The Wesleyan Church.
6. A working knowledge of the English language. See page 12 for required TOEFL scores for applicants for whom English is not their first language.

Entrance Scholarships (Up to \$350)

All full-time incoming freshmen are considered for one or more entrance scholarships, which are awarded according to the criteria established by the donor of the scholarship.

Wesleyan Campus Challenge (WCC) and Wesleyan Bible Bowl (WBB) Scholarships

(Up to \$1,000 per semester)

Kingswood honours educational scholarship certificates awarded to winners in the WCC and WBB competitions. Recipients of these scholarships must submit their original signed certificate(s) to receive their scholarship award.

Awards are disbursed as follows:

1. Up to \$1,000 per semester or one-eighth of the total value of certificate(s), whichever is greater.
2. Combined total of WCC/WBB awards plus institutional financial aid cannot exceed the total costs of tuition during any semester.
3. Award amount is in Canadian dollars.
4. Recipients must be full time students.

Annual Scholarships for returning students

(Up to \$2,200)

Over \$34,000 is awarded annually to full-time, returning students. These scholarships are awarded according to the criteria established by their donors. To be eligible to receive these scholarships, students must submit an application and be enrolled full-time during the semester in which the scholarship is applied to their student account.

ON-CAMPUS EMPLOYMENT

The University has a variety of on-campus positions available to all full-time students. Remuneration ranges from \$600 to \$2,000 per academic year. The deadline to apply for on-campus employment is March 30.

INTERNATIONAL STUDENT EMPLOYMENT POLICY

On-Campus Employment

Full-time American and international students may be employed by the University, student organizations, or private contractors providing services to the University (e.g. catering company). American and other international students are not eligible for employment in the general labour market.

Spousal Employment

Spouses of full-time American and other international students may be able to accept employment in the general labour market if they obtain an employment authorization. Applications for employment authorizations may be obtained from Immigration Canada at point of entry. Spouses who are full-time students are not eligible for employment in the general labour market.

An immigration medical exam may be required if the applicant is to work in an occupation where there is concern for the protection of public health. Any fees required are the responsibility of the applicant.

For additional information or clarification on international student employment, contact the Financial Aid Office or the nearest Canadian Immigration Centre.

CANADA STUDENT LOANS

All Canadian students are eligible to apply for financial assistance through the Canada Student Loan Program. The actual amount of assistance received through this program will vary depending on individual family circumstances and province of residence. In some provinces, including the Atlantic Provinces, students who receive maximum funding through the Canada Student Loan Program will have sufficient funds to cover the cost of their entire academic year.

When to Apply

Application for a Canada Student Loan should be made by July 15 to ensure that loan documents will be available by registration day.

Where to Apply

Students are required to apply for their Canada Student Loan from the province where they have resided for the last twelve consecutive months.

How to Apply

All provinces encourage students to apply online. Applicants should read the application and instructions carefully to ensure that all required information is provided.

Alberta

www.alis.gov.ab.ca

British Columbia

www.aved.gov.bc.ca

Manitoba

www.gov.mb.ca

New Brunswick

www.studentaid.gnb.ca

Newfoundland

www.edu.gov.nf.ca/studentaid

Nova Scotia

www.studentloans.ednet.ns.ca

Ontario

<https://osap.gov.on.ca>

Prince Edward Island

www.studentloan.pe.ca

Quebec

www.afe.gouv.qc.ca

Saskatchewan

www.aee.gov.sk.ca/studentloans

Canada Student Loans Program

www.canlearn.ca

Current Loan Provider

(contact information for Canada Student Loans after the loan(s) have been negotiated)

National Student Loans Service Centre
P.O. Box 4030
Mississauga, ON L5A 4M4
Phone: 1-888-815-4514

AMERICAN STUDENT LOANS

American citizens and permanent residents studying full-time can apply for Direct subsidized and unsubsidized loans, Parent Plus Loans and/or Private Loans. Students are expected to have all their paperwork completed and submitted to the University by July 15.

Applying for a Direct Loan

(New students must complete all four steps for the loan money to be released. Returning students may omit step 4)

1. Complete the FAFSA (Free Application for Federal Student Aid) at www.fafsa.ed.gov. Students will use a PIN to 'sign' the application. Students can apply for the PIN on line at www.pin.ed.gov. Dependent students will need to have their FAFSA signed with a parent's PIN as well. Parents can also apply for a PIN at www.pin.ed.gov.
2. Complete a Master Promissory Note (MPN) at www.studentloans.gov. Students will need the PIN from the FAFSA to complete this step.
3. Complete the Request letter on the Student Finances page of the University web site, <http://bbc.ca/finances/Request%20letter.pdf>. Request the amount desired, up to the maximum of the academic level, as indicated on the letter (e.g. Sophomore \$4,500 + \$2,000). Either scan and email, or fax the letter to the University's Director of Financial Aid.
4. Complete an Entrance Interview at www.studentloans.gov.

Parent Plus Loan

Parents of dependent students may apply for a Parent Plus loan to help their son or daughter through post secondary education. This is the parent's loan but it is made available to the student for university costs. A credit check is done on the parent applying for the loan. Parents may borrow up to the amount it will cost the student to attend Kingswood University for a year, minus any grants, scholarships, and Direct loans.

The application for the Parent Plus loan is found at www.studentloans.gov. Parents will need to sign in with their PIN, then follow the directions for doing the Master Promissory Note for a Parent Plus loan.

Note: If a credit check results in an adverse credit history determination, parents will receive information from the US Department of Education

about the endorser and extenuating circumstance options. If neither of these is a viable option, a dependent student will be eligible to receive additional Direct Unsubsidized Loan funds in the amount of \$4,000 for freshmen and sophomores and \$5,000 for juniors and seniors.

Private Loans are available to students with a co-signer. Contact Sallie Mae at www.salliemae.com. Choose "Private Student Loan" option.

Disbursement of Loans

Loans come in two disbursements, mid to late August and late December or early January.



SPIRITUAL LIFE

It is God's desire that we not only come to know Christ as Saviour, but that we continually grow into the likeness of Christ himself (2 Corinthians 3:18). Traditionally, we call this "Christian spiritual formation;" it is our purpose to assist in the Christian spiritual formation of every student at Kingswood University. To help accomplish this, we offer a variety of significant spiritual experiences that will place all students in the path of God's transforming grace.

Chapel is held twice a week for the campus family to meet together to worship and give praise, participate in the preaching of God's Word, celebrate Holy Communion, and join together in corporate prayer. Chapels at Kingswood have gained a reputation for excellence as intentional worship experiences for the purpose of spiritual transformation.

Every student enrolled at Kingswood University participates in a personal **Discipleship Group** for ongoing development of the character, values, and mind of Christ. Discipleship groups are highly regarded as times of deeper connection to fellow students for prayer, mutual support, and encouragement.

Another regular worship event is **Elevate**. This is a Sunday night worship experience that is designed and led by students.

Two weeks of the year are dedicated to campus wide spiritual renewal and growth with speakers noted for their ability to preach with clarity, conviction, and spiritual anointing. In September, **Spiritual Advancement Week** helps bring spiritual focus to the entire campus by challenging each student and staff member to new levels of spiritual vitality, victory, and vision. In January, **Holiness Advancement Week** provides a time for the campus community to focus on the Biblical doctrine of holiness that results in deeper spiritual transformation.

The **International Missions Convention** is held each year in the spring semester. This week is designed to heighten campus awareness of what God is doing in our world, particularly outside North America. Opportunity is given for both students and staff to respond positively to God's direction for personal involvement in the great cause of missions, especially as accomplished through The Wesleyan Church.

There are many other opportunities for spiritual growth and ministry at Kingswood including summer ministry teams, worship bands, and more. For additional information about spiritual life at Kingswood, please refer to the Student Handbook. (<http://www.kingswood.edu/campuslife/PDF/Student%20Handbook%20-%20Fall%202011.pdf>).



STUDENT LIFE

For complete information about student life at Kingswood, please refer to the *Student Handbook*. (<http://www.kingswood.edu/campuslife/PDF/Student%20Handbook%20-%20Fall%202011.pdf>).

STUDENT DEVELOPMENT

Kingswood University is committed to student development as an essential element of the total educational and formational experience of each student. This commitment is based upon the assessment that student development encompasses all areas of life including physical, intellectual, emotional, interpersonal, character, and spiritual formation.

The purpose of student development is that all students make significant progress in their overall personal growth and maturity, develop genuine Christ-likeness, and gain an abiding understanding of, and commitment to, their calling and ministry within the body of Christ.

SOCIAL LIFE

Becoming a responsible, discerning, and respected leader is accomplished by learning to make wise choices and developing strong interpersonal relationship skills. Thus, a meaningful, well-rounded education at Kingswood University includes cultivating Christ-centered relationships. University administrators, faculty, and staff count it a privilege to participate in this lifestyle development.

RESIDENT LIFE

Kingswood is a resident housing institution. Therefore, resident life is intended to be a vital part of the total learning, character building experience. Resident life provides special opportunities to learn and practice the discipleship lifestyle (servant-hood, mutual respect, selfless caring, and sharing). We want the community life shared with friends in the residence hall to have a positive impact on the Kingswood experience and to be the beginning of many lifelong friendships.

STUDENT ORGANIZATIONS

Student Council

Student government at the University is facilitated through the Student Council. This elected body consists of administrative officers, class representatives, and the presidents of the student organizations listed below.

Spiritual Life Association

The Spiritual Life Association has as its purpose the building of character and the transformation of conduct to the example of Christ's spiritual leadership. By servitude and submission to Him, the association promotes growth in grace so that it can be said with the Apostle Paul, *The things you have learned and received or heard and seen in me, practice these things; and the God of peace shall be with you* (Phil. 4:9). The Spiritual Life Association assists in leading the annual Spiritual Advancement Week.

Outreach Association

The Outreach Association seeks to model and live out the love and compassion of Christ through various ministries in the community. Servant-evangelism projects and creative ministries that meet real needs in the community of Sussex provide students with wonderful opportunities to experience the challenges and joys of serving others.

Student Global Impact

The purpose of this organization is fourfold: to promote among the students an interest in missions, to help all students discover God's plan for them in His work, to foster spiritual growth, and to encourage students to become involved in Christian witnessing. Student Global Impact assists in leading the annual International Missions Convention.

Student Fellowship Association

It is the desire of the Student Fellowship Association to assist in all aspects of the student's social development. The goal of the association is to enhance the spiritual growth of each student by providing a positive, wholesome atmosphere for social interaction and the development of lasting friendships.

Athletic Association

This student organization seeks to promote athletic events both on the intercollegiate and intramural levels. Participation is encouraged as a player and/or spectator.

Drama Association

The Drama Association provides students with an opportunity for ministry outreach to the community and for involvement in unique University presentations. Its goal is to present biblical truths in a creative and contemporary form that is both clear to listeners and effective in evoking positive personal change.

Torch

The Torch is the campus yearbook, published annually. Its purpose is to reflect accurately the wide scope of campus life at Kingswood University creatively using photographic, graphic, and written information. Students may assist with photography, writing, advertising, and editing responsibilities in the production of this publication.



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ACADEMIC POLICIES

Class Attendance

The faculty and administration of the University believe that many of the values acquired during University years cannot be measured adequately or accurately through written examinations. Among these values are those received through class participation. Consequently, students are expected to attend all sessions of the courses for which they are registered.

Students may not miss more than one-fourth of the class hours in any course (i.e., a maximum of ten class hours in a three credit-hour course, six class hours in a two credit-hour course, and three class hours in a one credit-hour course). If students miss more than one-fourth of the class hours in a course they will fail the course.

If a student misses more class-hours in a course than its credit hours, the final grade in that course will be reduced by two percentage points for each additional absence. In summary:

<u>3 hour course</u>	
Class hours	39
Absences without grade reduction	3
Maximum absences	10
<u>2 hour course</u>	
Class hours	26
Absences without grade reduction	2
Maximum absences	6
<u>1 hour course</u>	
Class hours	13
Absences without grade reduction	1
Maximum absences	3

For example, if a student’s final grade in a three-credit hour course was 85% (B) but he or she had missed five classes, that grade would be reduced to 81% (B-).

Excused absences will be granted only for University sponsored activities, such as, approved music ministry teams (including Chorale), intercollegiate sports ministry teams, and class field trips. For these activities, absences will be granted and provided by the supervising administrator and must be submitted to the professor(s) of the class(es) missed within one week of the absence. Forms submitted later than one week following the absence will not be accepted. Excused absences do not result in grade reduction, but do contribute to the one-fourth rule.

If a student is absent on the day of a pre-announced test, an automatic "0" will be received on that test, unless there are extenuating circumstances.

Students will be assessed one absence for each three times they arrive late to class or leave class early. Students arriving twenty minutes or more after the start of a class or leaving twenty minutes or more before the end of class will be marked absent.

Faculty may have additional attendance policies for a course. When this is the case, this requirement will be explained in the course syllabus. Faculty are under no obligation to repeat any class material or demonstration, either in class or in private sessions, when a student has been absent.

Academic Load

Students who take twelve or more credit hours in a semester are considered full-time students. Incoming students are normally permitted to take up to sixteen credit hours per semester in their first year. Incoming students may be advised to take less than sixteen hours if their academic background is weak or if it has been several years since they have been a full-time student. Students wishing to take more than sixteen hours must be sophomore, junior, or senior students and have a grade point average (GPA) of 2.5 or higher for the two previous semesters. The maximum number of credit hours permitted per semester is nineteen, however, a student who has maintained a GPA of 3.5 or above for the two previous semesters may, through their advisor, petition the Vice President for Academic Affairs for an exemption from this restriction.

See "Credit and Quality Points" for calculation of GPA (page 27).

Adding a Course

Students may add a course only during the first ten class days of a semester. During the first full week of classes there is no drop/add fee. In the second week, students must pay the drop/add fee. In both cases, students must follow the proper procedures for adding a course by completing the Drop/Add form and securing the required signatures.

Dropping a Course

Students may drop a course during the first ten academic days of a semester without financial penalty. From week two to week nine students must pay the drop/add fee. In each case, students must follow the proper procedures for dropping a course by completing the Drop/Add form and securing the required signatures. After week nine, courses dropped will incur an "F" unless a student can document extenuating circumstances. For

information about tuition refunds see the Financial Information section of this Catalogue (page 16).

Auditing a Course

Students who wish to attend a course but not receive academic credit or a grade may audit the course. This must be indicated at registration. Students who audit a course are not required to do the course work or take any tests in the course; however, students are required to attend at least 75% of the classes in order to have the audited course recorded on their transcript.

Qualifying Semester

The first semester for students who do not have the required academic background or who are accepted as mature students will be a qualifying semester. During the semester students will not be permitted to participate in University Chorale (except for credit), student ministry teams, intercollegiate sports, or hold student offices.

Students whose GPA is above the academic probation threshold at the end of the qualifying semester will have all restrictions removed. Those whose GPA is below the threshold will be placed on academic probation.

Academic Probation

Students will be placed on academic probation when their fall semester, spring semester, or cumulative GPA falls below the minimum academic probation threshold as set forth in the following table:

<u>Total hours successfully completed*</u>	<u>Minimum GPA</u>
1 - 16 credit hours	1.5
17 - 32 credit hours	1.7
33 - 48 credit hours	1.9
49+ credit hours	2.0

*Includes hours transferred from other institutions.

Students on Academic Probation will be restricted to a thirteen credit hour course load. They will be required to enrol in the course, Study Methods (GS 201).

While on academic probation, students may not participate in University Chorale (except for credit), student ministry teams, intercollegiate sports, or hold student offices.

Students will not be removed from academic probation unless their semester course load is nine hours or more.

Academic Dismissal and Re-Admission

Students will be dismissed automatically for a minimum of one semester if:

1. their GPA in any fall or spring semester is 0.5 or below, or
2. their current fall or spring semester GPA would result in them having two consecutive semesters below the academic probation threshold.

Students who are dismissed for academic reasons may apply for re-admission as follows:

1. Submit a professional letter of re-application to the Chair of the Academic Committee stating reasons why academic success would be expected upon return.
2. Have their pastor and a current employer or teacher complete and mail to the University a Student Reference Form, available from the Academic Department.
3. Reapply in time to ensure that all forms are received by the University at least sixty days prior to the beginning of the semester in which they desire to re-enrol.

Upon receipt of all required materials, the Academic Committee will determine if there is any basis for a student's continuing study at the University. A personal interview may be requested by the Academic Committee. Students re-admitted after academic dismissal will be on Academic Probation.

A second dismissal will be for an indefinite period.

A student dismissed for academic reasons may enrol in the one-week intensive courses.

Late Assignments Policy

All assignments are due on the date indicated in the syllabus or verbally communicated by the professor. The policy governing the acceptance of assignments handed in late is as follows:

1. Extensions may be granted by faculty in the event of sickness, death or serious illness in the student's immediate family, or similar extenuating circumstances. Normally, extensions should be requested at least five days prior to the due date of an assignment. No extension will be granted if requested on the day the assignment is due.
2. No assigned work will be accepted after the last day of classes at the end of the semester unless an extension has been granted.
3. Assignments submitted to faculty which are past due dates, when approval to do so has not been granted, will be penalized for each weekday the assignment is late, as follows:
 - 100 and 200 level courses – 10% per day
 - 300 and 400 level courses – 25% per day

Students should check specific requirements for due dates in each syllabus.

Grading System

Although some professors may use numerical designation in grading, a letter system is used for the final evaluation of the student's work in a course. The grades indicate the following assessments of work:

- A Superior work. This grade represents originality, insight, and achievement beyond the requirements of the course.
- B Good work. This grade represents fulfillment of the course requirements with diligence and thoroughness, yet with something less than mastery.
- C Minimally acceptable work. This grade represents steady work at a low level of competence. It may indicate an outward or mechanical fulfillment of requirements with little personal involvement or application to studies.
- D Unsatisfactory. This grade represents work below an acceptable level. For 300 and 400 level courses, a D grade is not satisfactory for graduation (see Degree Graduation Requirement # 3), therefore, any such course receiving a D grade must be re-taken. For 100 and 200 level courses, a D is considered a passing grade.
- F Failure.
- I Incomplete. This is a temporary grade. Incomplete work must be finished by the end of the semester or this grade will become an F.
- W Withdrawn prior to the end of the ninth week of the semester.
- WF Withdrawn between the end of mid-term exam week and the end of the ninth week, while doing failing quality work. Students withdrawing from a course after the ninth week of classes will receive a grade of F for the course.
- AU Audit: no grade assigned.

Credit and Quality Points

One credit is awarded for each class hour scheduled per week based on fifty-minute classes. Therefore, upon the successful completion of a course that meets three times a week, a student receives three credit hours towards graduation.

To receive credit for a course, the student must fulfill all the requirements of the course (papers, class assignments, examinations, etc.) to the professor's satisfaction and receive an acceptable passing grade in the course.

The number of quality points earned for a course is equal to the number of hours assigned to the course multiplied by the number of quality points for the

letter grade earned. For example, if a student receives a B for a three-credit course, they will earn nine quality points for that course.

To determine a student's grade point average for a given semester, the accumulated quality points are divided by the number of credit hours attempted. For example, if a student accumulates an aggregate of 39 quality points in 15 credit hours, the GPA for that semester will be 2.6.

Numerical averages of letter grades are computed by means of quality points as follows:

<u>Letter Grade</u>	<u>Quality Points</u>	<u>Percentage</u>
A	4.0	95% -100%
A-	3.7	90% - 94%
B+	3.3	87% - 89%
B	3.0	82% - 86%
B-	2.7	80% - 81%
C+	2.3	77% - 79%
C	2.0	72% - 76%
C-	1.7	70% - 71%
D+	1.3	67% - 69%
D	1.0	62% - 66%
D-	0.7	60% - 61%
F	0.0	0% - 59%

Contesting a Grade on an Assignment

A student may contest a grade for an assignment by discussing it first with the professor within seven days of receiving the grade. If this does not bring about satisfactory resolution, the student may bring the assignment to the attention of the appropriate Division Chair who will then discuss the assignment with the professor. The decision of the Division Chair will be final. If the professor involved is also the Division Chair, the student may bring the assignment to the attention of the Vice President for Academic Affairs.

Contesting a Final Grade in a Course

A student may contest a final grade in a course informally by discussing it with the professor upon receipt of the grade. If this does not bring about satisfactory resolution, a student may contest the grade formally by the following procedure:

1. The student will submit to the professor, in writing, the reasons for contesting the grade.
2. The professor will respond in writing to the student within ten days.
3. If this does not bring about satisfactory resolution the student may take the grievance to the Vice President for Academic Affairs who will rule on the matter. The procedure is as follows:
 - the student must submit a written request for a review of the issue(s) to the Vice President for Academic Affairs and include a

copy of the student's statement to the professor and the professor's response.

- this request must be submitted to the Vice President for Academic Affairs by January 31 for fall grades, by June 15 for spring grades, and by October 15 for summer grades.
- the decision of the Vice President for Academic Affairs will be final.
- if the professor involved is the Vice President for Academic Affairs, the written request may be submitted to the Chair of the Academic Committee.

Class Standing

First-Year - Students who have met the entrance requirements and have earned up to 30 credit hours.

Sophomore - Students who have earned at least 31 credit hours.

Junior - Students who have earned at least 61 credit hours.

Senior - Students who have earned at least 96 credit hours.

Plagiarism

The *Senior Dictionary of Canadian English* defines plagiarism as "an idea, expression, plot, etc. taken from another and used as one's own." Plagiarism is a serious offence in the academic community and is especially offensive in the Christian academic community since it is an act of dishonesty evidencing a lack of integrity. For this reason, any source that is quoted directly and all statements of fact or opinion that are not common knowledge must be referenced with a parenthetical reference. Plagiarism will not be tolerated at Kingswood University and will normally result in the following academic penalties:

1. a first offence will result in failure of the assignment;
2. a second offence, even if occurring in a different course than that of the first offence and/or in a subsequent semester, will result in the failure of the course in which the second act of plagiarism occurred;
3. a third offence, even if occurring in a different course than that of the first or second offence and/or in a subsequent semester, will result in dismissal from the University.

Use of Electronic Devices in the Classroom

Computers and other electronic devices are incredibly helpful tools to assist the learning process. Students are encouraged to use them if at all possible. However, tools can be used for the wrong reasons. Because Kingswood is an expression of the body of Christ where members care for one another, professors want students to practice mutual

accountability. Therefore, the following guidelines will be in place for the use of electronic devices in classrooms:

1. Computers and any other electronic devices will be used in class only for note-taking, approved class presentations, or by other direction of the professor. They will not be used for activities such as, but not limited to, messaging, playing games, watching movies, or surfing the net.
2. If a student sees a classmate using a device in an inappropriate way, student-to-student accountability is encouraged. However, if there is no resolution, or if a student feels uncomfortable with this course of action, he or she may talk to the professor. When it comes to the attention of the professor, appropriate action will be taken. The professor will not share with the offending student who did the reporting.
3. A student may lose the privilege of using his or her device if it is determined by the professor that it was used in an inappropriate way.

Graduation Requirements

A student will be granted a degree upon meeting the following conditions:

1. Successful completion of all program requirements.
2. A minimum of 30 credit hours and the last 30 credit hours preceding the conferring of the degree earned at Kingswood University.
3. A letter grade of "C-" or above attained in all 300 and 400 level courses.
4. A minimum cumulative grade point average of 2.0.
5. Full payment of all financial commitments to the University.
6. Graduates must be of high moral standing and have a committed discipling relationship with the Lord and Saviour.

Additional graduation requirements may apply to some degree programs.

Graduation Honours

The following honours are awarded to graduates in bachelor's degree programs. Students who transfer to Kingswood University must have completed two years at the University in order to qualify for graduation honours.

1. In recognition of academic achievement, graduates with superior grades will be designated as follows:
 - *Cum Laude* 3.4 or above
 - *Magna Cum Laude* 3.6 or above
 - *Summa Cum Laude* 3.8 or above

2. Recipients of the Valedictorian and Salutatorian awards are chosen by the faculty, primarily for high academic achievement.
3. Recipients of the Delta Epsilon Chi Honour Society award are chosen by the faculty on the basis of having achieved a cumulative grade point average of not less than 3.3 and demonstrated an outstanding Christian character and leadership ability. This award is made available through the Association for Biblical Higher Education (ABHE).

August Graduates

Students in bachelor's degree programs who, at the time of graduation, are no more than two courses (maximum six credit hours) away from completing their program of study may be granted permission by the Vice President for Academic Affairs to participate in Commencement with the designation August Graduate. This provision also applies to students who are completing their Supervised Ministry Experience during the spring semester if the supervised ministry marks the conclusion of their academic work. In the event that all course work is not completed by August 31 of that year, graduation will be withheld until Commencement of the following year. Such students will not be permitted to participate in Commencement a second time and will graduate *in absentia*.

Off-Site Degree Completion

Although it is required that the last thirty credit hours preceding the conferring of a degree must be earned at Kingswood University (Graduation Requirement #2), there may be circumstances which would qualify a bachelor's degree student for an exemption to this policy. In the event that a spouse has accepted employment at a distance greater than 125 kilometres from campus, students may apply for an exemption to Graduation Requirement #2. Students who wish to be considered should request a copy of the Policy on Degree Completion from the Academic Department a minimum of eight weeks before leaving campus prior to the beginning of a supervised ministry, student teaching, or proposed off-site degree completion.

ACADEMIC PROCEDURES

Academic Year

The University operates with two semesters each year. The first semester concludes prior to Christmas and the second semester concludes in late April. Each semester is fourteen weeks, including exam week.

One-Week Intensive Courses (Seminars)

The University offers courses in a one-week modular format the week before each semester. These are weeks of concentrated study which employ adjunct faculty from across the Church who share their knowledge and experience with students.

A number of courses are offered representing the various majors within the degree programs. Students complete pre-course and post-course assignments to make these weeks valuable learning experiences.

Although primarily designed to meet the academic requirements of students at the University, pastors and lay ministers are encouraged to take advantage of the one-week intensive courses.

Faculty Advisor

Upon enrolment, each student is assigned a faculty advisor who will guide the student through his or her Kingswood experience. The advisor will help the student with academic matters such as program and course selection and will serve as a friend and counsellor throughout the student's university career.

Students whose GPA is below 2.0 at the end of any grading period will be encouraged to meet with their advisor for specific guidance in this area.

Registration

Each semester students meet with their assigned faculty advisor for the selecting of courses for the following semester. Students are expected to register in person at the designated appointment time.

Learning Disabilities

Kingswood desires to support all students in fulfilling the unique call of God in their lives including their academic success. To this end, the University is able to provide some support for students who have documented learning disabilities. Examples of support include making accommodations for test and lectures, and offering tutoring for study skills and improved learning. The University ultimately determines the types and extent of support offered. Kingswood will not accommodate a student to the extent that educational experiences and integrity are compromised for the student or for other students in the course.

Students who have a diagnosed learning disability must inform the Vice President for Academic Affairs' office prior to initial registration if they wish to request accommodation of any form. Professional, current documentation that established the nature of the disability and the recommendations for

accommodation must be provided. The Vice President for Academic Affairs will meet with each student who provides documentation and subsequently notify faculty of suggested accommodations.

Change of Program

Current students desiring to change their program of study must see their faculty advisor to do so. The student must submit a Change of Program form to the Registrar. The student is responsible to make the necessary changes during registration. Program changes will only be processed in the first two weeks of the semester.

Second Degree

Students wishing to earn a second bachelor's degree must take at least thirty credit hours above that which is required for the first degree and meet the specific requirements of the additional degree.

Withdrawal from the University

A student wishing to withdraw from the University must complete the necessary withdrawal form, available from the Academic Department at 63 Summit Avenue.

Changes to Programs and/or Requirements

Any changes in University programs and/or requirements become effective when a new catalogue is published. In such instances a student is permitted to graduate under the catalogue provisions at the time of enrolment. If a student changes program or withdraws and later re-enrols, the requirements at the time of change or re-enrolment will be those which the student must meet.

Directive/Independent Study

Directive/Independent studies are closely monitored courses designed to allow upper division students to resolve class conflicts or other emergencies which may arise in the normal course of studies, or for those who desire to go beyond regular course requirements to research a particular area of interest.

Requests must be initiated by the student's faculty advisor in consultation with the student. Registering for such courses must be completed during pre-registration. Students are responsible for obtaining the signatures required on the Directive/Independent Study form.

Students cannot take more than two directive/independent studies in any one semester, or more than a total of twelve credit hours of directive study during their course of study at the University.

Once a student has registered for a directive/ independent study, a contract exists between the professor, the student, and the University. Violation of the contract by not completing the course by the due date will result in failure of the course. There is no withdrawal policy for directive/ independent study courses. Normal allowable time for completion is three months.

Transferring from Other Institutions

Students can transfer a maximum of ninety-eight credit hours into a bachelor's degree program and a maximum of thirty credit hours into an associate's degree program. Grades for courses transferred must be at least C-, though the grade will not be recorded or calculated in the student's GPA.

A student who is on academic probation at another institution and is accepted for study at Kingswood will be placed on academic probation for at least one semester. A student dismissed from another institution will be required to wait a minimum of one semester before enrolling.

Transferring to Other Institutions

Students from Kingswood University transferring to other colleges are encouraged to contact the college or university they wish to attend regarding their policy on transferring of credits.

Advanced Placement

Students with grades 3, 4, or 5 on Advanced Placement (AP) examinations or grades 5, 6, or 7 on International Baccalaureate (IB) examinations may be awarded transfer credits up to a maximum of eighteen credit hours. Official Advanced Placement or International Baccalaureate reports must be submitted to the Registrar for credit to be awarded. Students with other advanced placement credits should contact the Registrar's office for further information.

Transcripts

Transcripts are issued by the Registrar upon request from the student. The first request is free, subsequent requests are \$5.00 each, payable before a transcript can be released. Grades and/or transcripts cannot be released unless all financial obligations to the University have been met.

Dean's List

Full-time students who achieve a semester grade point average of 3.5 or above are given the distinction of being on the Dean's List, published by the Vice President for Academic Affairs at the close of each semester.

BACHELOR'S DEGREE PROGRAMS

BACHELOR OF ARTS (RELIGION)

The B.A. (Religion) program of study is designed to train students for a broad range of local church ministries and to meet the academic requirements for the office of Ordained Minister in The Wesleyan Church. Election to this office is as the result of evaluation and recommendation to District Conferences by the various District Boards of Ministerial Development and is not automatic upon completion of this course of study.

In addition to excellent classroom instruction, B.A. (Religion) students complete a six-month in-depth pastoral supervised ministry experience under the direct supervision of a qualified pastor in their major field of study. During this time, students are exposed to the broad range of ministries within a local church. This supervised ministry experience gives opportunity for students to sharpen and focus ministry skills learned in the classroom. Students are also required to complete a minimum of five student ministry assignments. At least two assignments must be completed in a church setting.

Purposes of the B.A. (Religion) program

1. to acquaint the student with the work of pastoral ministry.
2. to provide a theoretical foundation for a life of intellectual and spiritual development.
3. to assist the student in developing a philosophy of ministry.
4. to provide specific course work and practical experience to enhance the student's ability to function as a leader in the Church.

Objectives of the B.A. (Religion) program

Graduates will:

1. demonstrate an understanding of, and appreciation for, the central doctrines of the Christian faith and articulate them clearly.
2. accept leadership in the Church and function as a pastor, church planter, youth pastor, minister of Christian education, children's pastor, missionary, or minister of music in administering, preaching, teaching, counselling, witnessing, and/or leading in ministry through music.
3. show an ability to view contemporary society with a biblical perspective and, in light of the historical past, make possible a clearer understanding of the present, a broader foundation of faith, and a deeper appreciation of our Christian heritage.

4. skilfully interpret, expound, and proclaim the Word of God.
5. demonstrate a maturing Christian walk through the practice of prayer, the exercise of faith, edification through the Word, and obedience to the Holy Spirit.

The Bachelor of Arts (Religion) program of study is built upon a core of General Education, Bible & Theology, and Professional courses as follows:

General Education **credits**

Life Skills	1
Health & Wellness	2
Written Communication	3
Oral Communication	3
Literature of the Western World	3
History of Western Civilization	3
Church History	3
History & Discipline of the Wesleyan Church	2
Fundamentals of Music	3
Introduction to Philosophy or Ethics	3
General Psychology	3
Computer Applications in Ministry	2
Introduction to Sociology	3
Other General Education courses	3

Bible & Theology **credits**

Introduction to Bible Study	2
Biblical Literature	6
Synoptic Gospels	3
Acts	3
Pentateuch	3
Historical Books	3
Bible & Theology Electives*	9
Basic Christian Beliefs	3
Systematic Theology	6
Doctrine of Holiness	3

**Bible electives must include courses in both Old and New Testaments. In some cases students may elect one theology course, coded BT or TH.*

Professional **credits**

Introduction to Christian Education	3
Spiritual Formation	2
Personal Evangelism	3
Homiletics	3
Expository Preaching	3
Pastoral Ministry	3
Church Management	3
Pastoral Counselling	3

Church Music and Worship	3
Student Ministries	5
Supervised Ministry Experience	9

Church Planting	40
Global Ministry	41
Pastoral Ministry	42
Youth Ministry	42

To this core, B.A. (Religion) students may add a combination of the following majors and minors. Normally students select one major and/or one or two minors.

Majors Available	Page
Children's Ministry	39
Christian Counselling	39
Christian Education	40

Minors Available	Page
Children's Ministry	43
Christian Counselling	43
Christian Education	43
Church Planting	43
Global Ministry	43
Music Ministry	43
Youth Ministry	43

BACHELOR OF ARTS (CHRISTIAN EDUCATION)

The B.A. (Christian Education) program provides training for individuals who are called to full-time or part-time service in Christian education in the local church. In addition to increasing Christian service effectiveness, the program is designed to meet the demand for competent personnel who are trained to plan, organize, and administer a successful and growing Christian education program to meet the needs of people of every age.

The explosion of knowledge and the accelerated trend toward multiple staff ministries necessitates the particular course offerings incorporated in this program, which are designed to give expertise in the specific area of Christian education.

B.A. (Christian Education) students experience an in-depth supervised ministry opportunity during which time they are introduced to a broad range of Christian education ministries under the direct supervision of a qualified leader in their major field of study. This supervised ministry experience gives opportunity for students to sharpen and focus ministry skills learned in the classroom. Students are also required to complete a minimum of five student ministry assignments.

This program of study is not designed to meet the ordination requirements of The Wesleyan Church.

Purposes of the B.A. (Christian Education) Program

1. to acquaint the student with the principles of Christian education for the local church and other educational ministries.
2. to provide personnel trained specifically to become directors or ministers of Christian

education, music, youth, children, or missionaries.

3. to provide personnel trained to serve in educational ministries outside the local church such as day care, group homes, and curriculum development.

Objectives of the B.A. (Christian Education) program

Graduates will:

1. develop a philosophy of Christian education which is Christ-centred, Bible-integrated, student-related, and socially applied.
2. be grounded in the Scriptures and in other areas of knowledge with skills pertinent to the Christian education program.
3. understand the principles and methods of the teaching-learning process so that they may know how to apply them at the various age levels within the teaching ministry of the Church.
4. understand the educational agencies of the denomination, district, and local church so that they know how each should be administered.
5. use educational resources, materials, facilities, and equipment in significant ways.
6. give leadership and administration in Christian education ministries.

The Bachelor of Arts (Christian Education) program of study is built upon a core of General Education, Bible & Theology, and Professional courses as follows:

General Education	credits
Life Skills	1
Health & Wellness	2
Written Communication	3

Oral Communication	3
Literature of the Western World	3
History of Western Civilization	3
Fundamentals of Music	3
Introduction to Philosophy or Ethics	3
General Psychology	3
Educational Psychology	3
Computer Applications in Ministry	2
Introduction to Sociology	3
Other General Education courses	5*

**Wesleyan students must take History & Discipline of the Wesleyan Church.*

Bible & Theology	credits
Introduction to Bible Study	2
Biblical Literature	6
Synoptic Gospels	3
Acts	3
Pentateuch	3
Historical Books	3
Bible & Theology Electives*	9
Basic Christian Beliefs	3
Systematic Theology	6
Doctrine of Holiness	3

**Bible electives must include courses in both Old and New Testaments. In some cases students may elect one theology course, coded BT or TH.*

Professional	credits
Introduction to Christian Education	3
Teaching for Spiritual Impact	3
History & Philosophy of Christian Ed.	3
Spiritual Formation	2
Personal Evangelism	3

Ministry to Children	3
Introduction to Youth Ministry	3
Ministry with Adults	2
Family Life Ministry	2
Homiletics	3
Pastoral Counselling	3
Student Ministries	5
Supervised Ministry Experience	9

To this core, B.A. (Christian Education) students may add a combination of the following majors and minors. Normally students select a major and/or one or two minors

Majors Available	Page
Children's Ministry	39
Christian Counselling	39
Global Ministry	39
Youth Ministry	42

Minors Available	Page
Children's Ministry	43
Christian Counselling	43
Church Planting	43
Global Ministry	43
Music Ministry	43
Youth Ministry	43

Students wishing to complete a Bachelor of Arts (Christian Education) with no additional major or minor must choose 14 credit hours of professional electives for a total of 135 hours

BACHELOR OF ARTS (CHRISTIAN SCHOOL EDUCATION)

The Christian School Education program is designed to prepare teachers with professional competency and a biblical philosophy of education for leadership in the Christian school classroom and movement.

Central to the program is the acknowledgement that "all truth is God's truth." Prospective teachers are guided in the development of an approach to education which recognizes the synthesis of God's Word and a study of His creation as accomplished through education.

B.A. (Christian School Education) students spend fourteen weeks observing and teaching in Christian school classrooms at two different grade levels under the direction of qualified cooperating teachers and under the supervision of the Program Director for Christian School Education. Students are also

required to complete a minimum of five student ministry assignments. At least two assignments must be completed in a school setting.

Teacher Certification

The components of the Christian School Education program meet the requirements for teacher certification with the Association of Christian Schools International (ACSI).

Objectives of the B.A. (CSE) program

Graduates will:

1. articulate the content and meaning of a Christian philosophy of education, recognizing how this is applied in the educational process.
2. assume the role of a classroom teacher demonstrating the effective use of classroom management techniques and familiarity with

- current principles for teaching and learning, giving evidence of skill in their use.
3. demonstrate knowledge of age appropriate curriculum and experiences for the elementary classroom and beyond.
 4. evidence an ability to relate productively with students, parents, colleagues, and school administration.
 5. model a life of maturing Christian faith worthy of being followed by students in a Christian classroom.

Kingswood University has entered into an articulation agreement with the University of Maine, Presque Isle, whereby graduates of this degree may complete a B.Ed. in as little as three semesters and thus be eligible for public school teaching certification. Maine teacher certification is recognised in many US states and Canadian provinces.

The Bachelor of Arts (Christian School Education) program of study is built upon a core of General Education, Bible & Theology, and Professional courses as follows:

General Education	credits
Life Skills	1
Health & Wellness	2
Fundamentals of English	3
Written Communication	3
Oral Communication	3
Literature of the Western World	3
History of Western Civilization	3
Introduction to Philosophy	3
General Psychology	3
Child Psychology	3
Educational Psychology	3
Computer Applications in Education	2
Introduction to Sociology	3
Other General Education courses	9

Bible & Theology	credits
Introduction to Bible Study	2
Biblical Literature	6
Synoptic Gospels	3
Acts	3
Pentateuch	3
Historical Books	3
Bible & Theology Electives*	12
Basic Christian Beliefs	3

**Bible electives must include courses in both Old and New Testaments. In some cases students may elect one theology course, coded BT or TH.*

Professional	credits
Personal Evangelism	3
History & Philosophy of Christian Education	3
Philosophical Foundations of Education	3
Introduction to Education & Techniques	3
Instructional Methods and Media	3
Elementary Math Instruction	3
Elementary Reading Instruction	3
Elementary Science/Health Instruction	3
Language Arts Elementary School	3
Social Studies Elementary School	3
Legal & Ethical Issues in the School	2
Introduction to Learning Disabilities	2
Christian School Education Electives	4-6
Student Ministries	5
Student Teaching Experience	9

To this core B.A. (Christian School Education) students may add one of the following minors:

Minors Available	Page
Children's Ministry	43
Christian Counselling	43
Global Ministry	43
Music Ministry	43
Youth Ministry	43

BACHELOR OF ARTS (MUSIC MINISTRY)

Worship Leaders. For Life

The Bachelor of Arts (Music Ministry) is a specialized undergraduate degree designed to prepare musicians with servant hearts, professional music skills, theological understanding, and a biblical philosophy of music ministry, for effective service in the local church and beyond. The program includes substantial education in music studies, both practical

and theoretical. In addition, students will benefit from a well-rounded foundation in general studies and a basic foundation in vocational ministry training.

Students completing the B.A. (Music Ministry) degree will have met the academic requirements for

licensing in The Wesleyan Church. Students may choose to complete a 5th year at Kingswood and earn a second bachelor's degree, the B.A. (Religion) degree, which includes the academic requirements for ordination in The Wesleyan Church.

Purposes of the B.A. (Music Ministry) degree:

1. to prepare students to be effective worship leaders and ministers of music.
2. to prepare musicians to give competent leadership in a wide range of music ministry applications.
3. to meet the educational needs of students preparing for graduate studies in music, worship studies, and/or ministry leadership.

Objectives of the B.A. (Music Ministry) degree:

Graduates will:

1. effectively use music to accomplish ministry objectives.
2. have well-developed general music skills that will prepare them vocationally to serve as ministers of music, studio teachers, and/or professional musicians.
3. articulate a philosophy of music ministry which is derived from a thoroughly Biblical worldview that is theocentric, historically and theologically informed, culturally relevant and transformative, and that heralds a servant spirit.
4. demonstrate a rigorous pursuit of musical excellence and a commitment to lifelong learning.
5. achieve a high degree of musical proficiency on their selected instrument(s).
6. exhibit character qualities of humility and service.
7. be competent in the discipline of professional music studies.

Entrance Requirements

In order to be fully accepted into the B.A. (Music Ministry) degree, strong potential for success in the program must be demonstrated in a required entrance audition. The audition will be based on the proficiency requirements for the degree and will measure the prospective student's current skill levels and overall aptitude in voice, piano and guitar. A student is not expected to demonstrate full proficiency in any of these areas at the audition. In fact, students may elect to decline auditioning in one or more of these areas if they have had insufficient preparation. However, students who hope to be accepted into the program should be able to perform at "near proficiency" levels with at least one of the three instruments at the time of the audition.

Ensemble Requirement

Where positions are available, B.A. (Music Ministry) students are required to participate in the University

Chorale and/or University Chorale stage band for three years. Music Ministry Minor students are required to participate in the University Chorale and/or University Chorale stage band for two years.

Recitals

B.A. (Music Ministry) students may be required to participate in group studio recitals each semester of applied instruction. Senior students are required to complete a final project – generally either a solo recital or a creative worship event. Students participating in recitals must be enrolled in instruction that semester.

Department Events

B.A. (Music Ministry) and Music Ministry Minor students are required to attend all Music Department sponsored recitals, seminars, lectures, and workshops (except in the case of a class conflict).

The Bachelor of Arts (Music Ministry) degree consists of the following courses

General Education	credits
Life Skills	1
Health & Wellness	2
Written Communication	3
Oral Communication	3
Music Theory	11
Music History	6
Introduction to Philosophy or Ethics	3
General Psychology	3
Computer Applications in Ministry	2
Elective*	2

**Wesleyan students must elect History & Discipline of The Wesleyan Church*

Bible & Theology	credits
Introduction to Bible Study	2
Biblical Literature	6
Synoptic Gospels	3
Acts	3
Pentateuch	3
Historical Books	3
Basic Christian Beliefs	3
Bible/Theology Electives*	9

**Bible electives must include courses in both Old and New Testaments. Students may elect one course coded BT or TH.*

Professional	credits
Spiritual Formation	2
Personal Evangelism	3
Music Technology	1
Sight & Ear Training	3
Basic Conducting	1
Choir Leadership	2
Technical Training	2

Worship Leading	4	Applied Music	9
Church Music and Worship	3	Church Management	3
Introduction to Song Writing & Arranging	3	Homiletics	3
Major Productions	2	Supervised Ministry Experience	9
Music Ministry Administration/ Leadership	2	Student Ministries	5
		Total Credit Hours	125

BACHELOR OF THEOLOGY

The Bachelor of Theology is a specialized undergraduate degree with a primary concentration in biblical and theological studies. This focus includes a substantial introduction to biblical languages well beyond that which is possible in other programs of study. In addition, students will also benefit from a well-rounded foundation in general Education and a basic foundation in vocational ministry training. This degree is mainly intended to meet the educational needs of students preparing for graduate and postgraduate biblical and theological studies and a ministry in Christian higher education. Students may also, however, qualify for pastoral ministry with this degree.

Purposes of the Th.B. degree

1. to provide students with preparation for continuing education which will lead to a life-long ministry in higher education.
2. to provide a theoretical and practical foundation for a life of intellectual and spiritual development that is biblically based, Christ-centred, and contextually relevant.

Objectives of the Th.B. degree

Graduates will:

1. have a comprehensive knowledge of the Bible.
2. demonstrate an understanding of, and appreciation for, the central doctrines of the Christian faith and be able to articulate them clearly.
3. have a firm grasp of the historical and philosophical development of Christian doctrine.
4. be able to integrate skilfully, sound biblical exegesis with systematic and practical theology.
5. have a thorough working knowledge of, and competence in, the use of the tools and resources available for ongoing study and research.
6. feel confident in their ability to undertake graduate level study.
7. demonstrate a maturing Christian walk through the practice of prayer, the exercise of faith, edification through the Word, and obedience to the Holy Spirit.

The Bachelor of Theology degree consists of the following courses:

General Education	credits
Life Skills	1
Health & Wellness	2
Written Communication	3
Oral Communication	3
Literature of the Western World	3
Research Methods	3
Greek Grammar	6
History of Western Civilization	3
Church History	3
Reformation Church History	3
History & Discipline of the Wesleyan Church	2
Introduction to Philosophy	3
Philosophy for Understanding Theology	3
General Psychology	3
World View	3
Introduction to Sociology	3
Bible & Theology	credits
Introduction to Bible Study	2
Hermeneutics	3
Biblical Literature	6
Synoptic Gospels	3
Acts	3
Greek III – Syntax	3
1 Peter – a Biblical Exegesis	3
Pentateuch	3
Historical Books	3
Introduction to Hebrew	6
Bible Electives*	6
Basic Christian Beliefs	3
Systematic Theology	6
Doctrine of Holiness	3
Historical Theology	3
Contemporary Theology	3
Apologetics	3

**Bible electives must include courses in both Old and New Testaments.*

Professional	credits	Additional courses required for ordination in the Wesleyan Church:	
Spiritual Formation	2	Introduction to Christian Education	3
Personal Evangelism	3	Church Music and Worship	3
Homiletics	3	Church Management	3
Expository Preaching	3	Pastoral Ministry	3
Pastoral Counselling	3		
Student Ministries	5		
Total Credit Hours	128	Total Credit Hours	14

MAJOR PROGRAMS OF STUDY

CHILDREN'S MINISTRY MAJOR

The Children's Ministry Major program of study is specifically designed to equip students to serve the Church as ministers to children and to lead an effective children's ministry in a local church. It is philosophically grounded in Christ's love for children as expressed in His words recorded in Matthew 19:14, "Let the children alone, and do not hinder them from coming to Me; for the kingdom of heaven belongs to such as these" (NASB).

Objectives of the Children's Ministry Major

Graduates will:

1. interpret and apply the Word of God in ministry to children.
2. articulate clearly a biblically based philosophy of ministry to children.
3. develop and effectively lead a creative children's ministry program in a local church.
4. lead a child into a personal relationship with Jesus Christ.
5. disciple children in a growing relationship with Christ.
6. understand and apply in ministry the stages of faith and psychological development of children.
7. provide effective pastoral care for children and their families.
8. develop quality children's ministry curriculum.

The Children's Ministry Major program of study is built on the B.A. (Religion) or the B.A. (Christian Education) core curriculum and includes the following major specific courses:

Ministry to Children	3
Child Psychology	3
Teaching Children	3
Child Evangelism & Discipleship	2
Administration in Children's Ministry	2
Pastoral Care of Children	2
Family Life Ministry	2
Children's Ministry Elective	2
Supervised Ministry Experience	
Children's Ministry Focus	5

Total credit hours:

B.A (Religion)	140
B.A. (Christian Education)	137

CHRISTIAN COUNSELLING MAJOR

A major in Christian Counselling is designed to train students in recognized counselling methods and techniques. The degree also emphasizes the importance of blending strong biblical and spiritual principles with appropriate therapeutic disciplines.

Objectives of the Christian Counselling Major

Graduates will:

1. develop competence and confidence in utilizing Christian counselling skills at an introductory level.
2. develop a philosophy of Christian counselling which is Christ-centred and therapeutically relevant.
3. complete a self-examination of personal preparation for an effective ministry in Christian counselling.
4. grasp counselling theory and a knowledge of basic skills.
5. be prepared to serve in a local church or to continue their education by pursuing a Master's level degree through which the student will further equip themselves for church based ministry or community based service.

Kingswood University has entered into articulation agreements with Indiana Wesleyan University, Asbury Theological Seminary, and Roberts Wesleyan College, by which completion of this degree will prepare a student for acceptance into one of these Master's level institutions. This is not a degree program in professional psychology, nor is it a terminal degree for those who are pursuing licensure to practice.

The Christian Counselling Major program of study is built on the B.A. (Religion) or the B.A. (Christian Education) core curriculum and includes the following major specific courses:

Developmental Psychology	3
Child Psychology	3
Adolescent Psychology	3
Abnormal Psychology	3
Introduction Counselling	
Theory & Practice	3
Pastoral Counselling	3
Family Counselling	2
Crisis Counselling	2
Marriage Counselling	2

Total credit hours:

B.A. (Religion)	139
B.A. (Christian Education)	138

CHRISTIAN EDUCATION MAJOR

The Christian Education Major with a B.A. (Religion) degree is designed for individuals who are called to full time, ordained ministry in Christian education, primarily in the local church. In addition to increasing Christian service effectiveness, the program is designed to meet the demand for competent personnel who are trained to plan, organize, and administer a successful and growing Christian Education program to meet the needs of people of every age.

The explosion of knowledge and the accelerated trend toward multiple staff ministries necessitates particular course offerings incorporated in this program, which are designed to give expertise in the specific area of Christian education.

Purposes of the Christian Education Major

1. to acquaint the student with the fundamental principles of Christian education on the local church level.
2. to provide a basis for practical, contemporary ministry by means of Christian education courses and related subjects.
3. to provide personnel trained specifically to become ministers of Christian education in the local church or in other Christian education ministries.

Objectives of the Christian Education Major

Graduates will:

1. develop a philosophy of Christian education which is Christ centred, Bible-integrated, student-related, and socially applied.
2. be grounded in the Scriptures and in other areas of knowledge with skills pertinent to the Christian education program.
3. understand the principles and methods of the teaching-learning process so that they may know how to apply them at the various age levels within the teaching ministry of the Church.
4. understand the educational agencies of the denomination, district, and local church so that they may know how each should be administered.
5. use educational resources, materials, facilities, and equipment in significant ways.
6. give leadership and administration in Christian education ministries.

The Christian Education Major program of study is built on the B.A. (Religion) core curriculum and includes the following major specific courses:

Introduction to Christian Education	3
Teaching for Spiritual Impact	3
History and Philosophy of Christian Education	3
Ministry to Children	3
Introduction to Youth Ministry	3
Ministry with Adults	2
Family Life Ministry	2
Christian Education Electives	4
Supervised Ministry Experience	
Christian Education focus	5

Total credit hours 138

CHURCH PLANTING MAJOR

The Church Planting Major program of study is a four-year program designed to prepare students to launch and effectively lead growing, healthy, culturally-relevant church planting projects.

Graduates are exposed to proven church planting and church growth principles, as well as to church planting strategies that includes a strategy of "churches planting churches." To maximize the integration of classroom instruction and real life experience, students visit a variety of recent church plants and serve in a church plant for a six-month supervised ministry experience, under the supervision of an effective church planter.

The Church Planting Major program of study is built on the B.A. (Religion) core curriculum and includes the following specific courses:

Perspectives on Church Planting	3
Strategies in Church Planting	3
Models for Public Ministry	2
Empowering & Equipping Persons for Ministry	2
Mobilizing the Church for Evangelism & Assimilation	3
Principles for Effective Leadership	2
Preaching to the Unchurched	2
Supervised Ministry Experience	
Church Planting focus	9

Total credit hours 135

Note: The Church Planting major is only available with the B.A. (Religion) degree.

GLOBAL MINISTRY MAJOR

The Global Ministry Major is designed to prepare students to serve globally, missionally, and strategically in any location of the world with excellence. Its focus is on contemporary mission in The Wesleyan Church and beyond. The program is grounded on the philosophy that reflects Jesus' command to *go into all the world and preach the good news to all creation and make disciples of all nations*, and to go *as the Father has sent me* (Mark 16:15, Matthew 28:19, John 20:21).

Objectives of the Global Ministry Major

Graduates will:

1. identify, understand, and articulate the central doctrines of the Christian faith.
2. understand the contemporary global scene and apply a biblical perspective to it.
3. know and use an understanding of contemporary missiological principles in a ministry setting.
4. connect strategic intercultural competence training with cross-cultural ministry practice.
5. relate accurately and proclaim with conviction God's word to a lost world.
6. value passionately an effective evangelistic and discipleship ministry.
7. model Christ by practicing prayer, exercising faith, valuing the Word, obeying the Spirit, and living a life of public and private integrity.
8. remember and communicate a biblical philosophy of global ministry.
9. provide missional leadership for the local and international Church.
10. approach with confidence key practical issues in missionary preparation.
11. create a plan for becoming life-long learners in missions and intercultural studies.
12. pursue Masters level studies in related programs such as intercultural studies, missiology, or divinity.

The Global Ministry Major program of study is built on the B.A. (Religion) or B.A. (Christian Education) core curriculum and includes the following major specific courses:

Biblical Foundations of Mission	3
Cultural Anthropology	3
Global Christianity	2
Practical Issues in Missionary Preparation	2
Principles and Practice of Mission	3
Spiritual Conflict Resolution	3
World Religions	3
World View	3
Supervised Ministry Experience	
Global Ministry focus	9

For all Global Ministry majors and minors, the Teaching English as a Second Language (TESL) Certificate program (6 credit hours) is a recommended option for their continued preparation for cross-cultural ministry.

Total credit hours:

B.A. (Religion)	134
B.A. (Christian Education)	136

PASTORAL MINISTRY MAJOR

The Pastoral Ministry Major program of study is specifically designed to equip and train students to be effective pastors and leaders in today's church. It includes classroom instruction and real life training for those preparing for senior, solo, associate, or assistant pastoral positions.

In addition to a foundation in general education studies, the Pastoral Ministry Major equips students for effective ministry by providing classes in Bible and theology, as well as practical courses in professional competencies training.

The University is committed to providing world-class training for students preparing for culturally relevant, results oriented and relational pastoral ministry. This program prepares workers for kingdom service through: the curriculum, the influence of experienced University faculty, exposure to highly effective pastors and leading edge local churches, student ministry assignments, and the six-month supervised ministry experience.

Kingswood is noted for preparation that stresses theoretical education and practical training of head, hands, and heart for pastoral ministry.

The Pastoral Ministry Major program of study is built on the B.A. (Religion) core curriculum and includes the following specific courses:

Homiletics	3
Expository Preaching	3
Pastoral Ministry	3
Church Management	3
Pastoral Counselling	3
Pastoral Ministry Electives	8
Personal Evangelism	3
Supervised Ministry Experience	9

Total credit hours 135

Note: The Pastoral Ministry major is only available with the B.A. (Religion) degree.

YOUTH MINISTRY MAJOR

The teenage years are a unique time in one's life: a time of decision and discovery; a time of transition and change; a time of physical, mental, social, and spiritual development. Adolescents all over the world are in need of loving adults who can show them the love of God in a real way.

The purpose of the Youth Ministry Major program is to raise up professional youth workers to reach the youth of our world through instruction, training, and spiritual formation.

Objectives of the Youth Ministry Major

Graduates will:

1. experience practical ministry through engagement in the student ministry program.
2. experience practical instruction both in class and during hands-on exercises.
3. discover sound theology and philosophy that are foundational to an effective youth ministry.
4. learn how to administer pastoral care particularly to teenagers and their families.
5. address critical issues concerning ministry to adolescents.
6. learn skilful interpretation of the Word of God with appropriate application to the context of an adolescent.
7. be prepared to serve as an ordained minister in a local church or in other leadership capacities in a youth ministry setting.

Through this program students have the opportunity to inspire the next generation to make a difference in their world. The Youth Ministry Major program exposes students to hands-on ministry experiences and brings them into contact with experienced youth ministers from all over North America.

Students of the Youth Ministry Major program take numerous courses dealing exclusively with youth ministry including electives on such subjects as Teens in Crisis, Global Youth Ministry, and Urban Youth Ministry. They are also specially trained on a six-month internship under the supervision of a youth minister/practitioner. The Youth Ministry Major program is academically, professionally, and practically rewarding.

The Youth Ministry Major program of study is built on the B.A. (Religion) or B.A. (Christian Education) core curriculum and includes the following major specific courses:

Introduction to Youth Ministry	3
Adolescent Psychology	3
Models & Theology of Youth Ministry	3
Youth Ministry Methods & Strategies	3
Youth Ministry Management	3
Youth Ministry Electives	4
Supervised Ministry Experience	
Youth Ministry focus	5

Total credit hours:

B.A. (Religion)	137
B.A. (Christian Education)	138

MINOR PROGRAMS OF STUDY

Children's Ministry

Ministry to Children	3
Child Psychology	3
Teaching Children	3
Child Evangelism & Discipleship	2
Family Life Ministry	2
Children's Ministry Elective	2
Supervised Ministry Experience ¹	3

Christian Counselling

Child Psychology	3
Adolescent Psychology	3
Introduction to Counselling	3
Pastoral Counselling	3
Family Counselling	2
Crisis Counselling	2
Marriage Counselling	2

Christian Education

Introduction to Christian Education	3
Ministry to Children	3
Introduction to Youth Ministry	3
Ministry with Adults	2
Family Life Ministry	2
Christian Education elective	2
Supervised Ministry Experience ¹	3

Church Planting

Perspectives on Church Planting	3
Strategies in Church Planting	3
Models for Public Ministry	2
Mobilizing the Church for Evangelism & Assimilation	3
Principles for Effective Leadership	2
Preaching to the Unchurched	2
Supervised Ministry Experience ¹	3

Global Ministry

World Religions	3
Cultural Anthropology	3
Principles & Practice of Missions	3
World View	3
Spiritual Conflict Resolution	3
Cross Cultural Ministry	2
Supervised Ministry Experience ¹	3

Music Ministry²

Music Technology	1
Music Theory	3
Applied Music	6
Basic Conducting	1
Choir Leadership ³	2
Sight & Ear Training	1
Church Music & Worship	3
Worship Leading	2
Supervised Ministry Experience ¹	3

Youth Ministry

Introduction to Youth Ministry	3
Adolescent Psychology	3
Models & Theology of Youth Ministry	3
Youth Ministry Methods & Strategies	3
Youth Ministry elective	2
Supervised Ministry Experience ¹	4

NOTES:

1. Christian School Education students must take additional hours instead of the Supervised Ministry Experience requirement.
2. Music Ministry Minor students must also:
 - participate in University Chorale and/or University Chorale band for a minimum of two years.
 - participate in recitals at the discretion of their professor.
 - attend all Music Department events (except in the case of a class conflict).
4. Music Ministry Minor students may take Worship Leading II instead of Choir Leadership, with permission of the Music Ministry Program Director.

ASSOCIATE DEGREE PROGRAMS

ASSOCIATE OF ARTS (GENERAL EDUCATION)

The primary focus of the University is to prepare vocational ministers, however, we believe this is balanced by an emphasis on the first line of our mission statement (to prepare spiritual leaders for the Church of Jesus Christ) and a broader interpretation of the term "ministry."

The two-year Associate of Arts degree targets students who desire a quality educational experience, a strong spiritual environment, and a small, intimate campus but who may not be called to full-time ministry. Credits earned upon completion of this program can be applied toward any four-year degree program at Kingswood University or to a degree program at another Christian or public university. Students who plan to further their education elsewhere beyond the Associate of Arts degree should contact the university or college where they intend to complete their bachelor's degree to discuss credit transfer into their desired program of study. The A.A. degree is also an opportunity for students who do not have the desire to pursue a four-year degree to achieve a more limited educational experience in the general education field for personal and professional growth.

Articulation Agreement

Kingswood has entered into an articulation agreement with Houghton College's main campus in Houghton, N.Y.

The agreement states, "A student with an A.A. degree will have satisfied all core requirements (Integrative Studies) for a Houghton College bachelor's degree. Students who transfer at least 60 hours that are applicable towards a bachelor's degree will automatically be classified as juniors . . . For most Houghton College academic programs, graduation in four semesters is the norm with good advisement, but for selected academic programs it is less likely."

Objectives of the Associate of Arts degree

Graduates will:

1. have a foundation in general education courses.
2. be adequately prepared for continuing education in an arts related field.
3. receive quality education in a Christian university context for enriched spiritual growth and development.

The Associate of Arts (General Education) degree consists of the following courses:

General Education	credits
Life Skills	1
Health & Wellness	2
Written Communication	3
Literature of the Western World	6
Oral Communication	3
History of Western Civilization	6
Fundamentals of Math	3
Fundamentals of Music	3
Introduction to Philosophy	3
General Psychology	3
Introduction to Sociology	3
General Education electives	12
Bible & Theology	credits
Biblical Literature	6
Basic Christian Beliefs	3
Bible & Theology elective	3
Student Ministries	2
Total credit hours	62

ASSOCIATE OF ARTS (EVANGELISM & COMPASSION MINISTRY)

The Associate of Arts degree in Evangelism and Compassion Ministry is designed to prepare students to serve and lead in evangelism and compassion ministry in various, creative settings. The course of study embraces both the great commission (Matthew 28:19-20) and the great commandment (Matthew 22:37-39) as essential to Christian witness, and uses the head (knowing), heart (being), hands (doing) method of disciple-making that Jesus modeled in the Scriptures. As well as a strong Christian community and excellent classroom instruction, there is a strong experiential component that allows students life-on-life encounters with lost and hurting people in their own cultural context, in large urban centers, and in another culture. Students are also exposed to a variety of social and spiritual issues, and ways of addressing these issues.

Objectives of the Associate of Arts degree in Evangelism and Compassion Ministry

Graduates will:

1. able to demonstrate an understanding of, and appreciation for, the basic doctrines of the Christian faith and be able to articulate them clearly.
2. able to demonstrate an understanding of, and appreciation for, the spiritual and social issues that are present in the world, and be able to address them from a Biblical perspective.
3. able to demonstrate an understanding of, and appreciation for, God's heart for the poor and lost peoples of the world.
4. intellectually and experientially prepared for further study in the fields of evangelism, compassion, and social justice.
5. prepared to do evangelistic and compassionate outreach work in a wide variety of environments outside of traditional church settings, such as soup kitchens, missions, jails, drug rehabs, and at-risk youth programs.
6. able to evaluate and assess the particular needs of specific situations and provide appropriate solutions.
7. prepared to establish and lead evangelistic and compassion outreaches in a local church setting.

The courses for the Associate of Arts (Evangelism & Compassion Ministry) are:

General Education	credits
Life Skills	1
Health & Wellness	2
Written Communication	3
Oral Communication	3
Introduction to Philosophy or Ethics	3
General Psychology	3
Introduction to Counselling	
Theory & Practice	3
World Religions or World View	3
Introduction to Sociology	3
Contemporary Social Issues	3
Foundations of Social Justice	3
Bible & Theology	credits
Introduction to Bible Study	2
Biblical Literature	6
Basic Christian Beliefs	3
Bible & Theology Elective	3
Professional & Practical Ministry	credits
Spiritual Formation	2
Introduction to Compassion Ministry	3
Personal Evangelism	3
Regional Praxis	4
Urban Praxis	2
Cross Cultural Praxis	2
Total Credit Hours	60

CERTIFICATE PROGRAM

TESL – TEACHERS OF ENGLISH AS A SECOND LANGUAGE

The TESL Certificate provides a thorough introduction to the concepts, theory, and methods related to teaching English as a second language. Such preparation helps graduates to instruct competently in local or international settings, such as creative-access countries where traditional ways of doing mission are prohibited.

The TESL Certificate is offered through The Summer Institute of TESL, a ministry of Kingswood University. The Certificate represents 100 classroom hours of instruction plus twenty practicum hours in a multicultural environment. TESL in Canada is equivalent to TESOL in the United States.

Students may choose to earn a Basic Certificate in TESL or the Basic Certificate in TESL with academic

credit (six credit hours). Depending on the program of study, these hours may fulfill elective or other course requirements.

In order to receive a Basic Certificate in TESL, students must complete all components of the course. In addition, students using this course to meet degree requirements must earn a "C-" or above.

Global Ministry Major and Minor students are strongly encouraged to take TESL as part of their preparation for cross cultural ministry

For further information and details, please contact the Academic Office or visit www.summertesl.ca.



DIVISIONS OF INSTRUCTION

Course Numbering

Courses are classified in the following manner:

First-year courses - 100s

Second-year courses - 200s

Third-year courses - 300s

Fourth-year courses - 400s

300-400 numbered courses (upper division) will need to be preceded by 100-200 (lower division) course preparation.

Students may register for a course that is one year above their classification provided necessary prerequisites have been met and only with permission from the professor and the Vice President for Academic Affairs. Any course may be withdrawn due to insufficient enrolment.

Abbreviations

BT	Bible & Theology	IS	Independent Study	PS	Psychology
CE	Christian Education	MA	Mathematics	RE	Religion
CP	Church Planting	MI	Missions	SC	Science
CSE	Christian School Ed.	MU	Music	SM	Student Ministry
EN	English	NT	New Testament	SO	Sociology
GR	Greek	OT	Old Testament	TH	Theology
GS	General Education	PH	Philosophy	YM	Youth Ministry
HI	History	PM	Pastoral Ministry		

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DIVISION OF BIBLICAL & THEOLOGICAL STUDIES

Dr. Kenneth F. Gavel, Chair

Introduction to Bible Study (BT 101) introduces the basic principles of inductive Bible study. Emphasis is also placed on identifying, understanding, and interpreting the various types of literature found in the Bible.

2 credit hours

Every semester

Hermeneutics (BT 301) uses and builds upon the skills developed in Introduction to Bible Study. This genre-sensitive course leads students into greater depth and breadth in their study of Scripture. Some of the most important advanced study methods of interpretation from the past and present are presented and evaluated, and opportunity is given to apply some of these to the biblical text. The benefits and weaknesses of both modernism and post-modernism are treated. Prerequisite: Introduction to Bible Study.

3 credit hours

Alternate years, fall

Israel Study Tour (BT 302) provides an opportunity for students to experience first hand the atmosphere, culture and geography that shaped so much of the life of Jesus and the first Apostles. This course will give students the ability to better grasp the distances between cities mentioned in the Bible, heights of cities in relation to sea level, and the geological makeup of the countries, and the impact these have had through the centuries on the development of culture, character, and occupations of the peoples who lived there.

3 credit hours

Biblical Foundation of Mission (BT 304) provides the unquestionable basis for the church's involvement in the mission of God today. In this course students will be given comprehensive introduction to the Old and New Testament foundations of missional activity. Select theological ideas are also explored in this context. The value and implications of both of these focuses will also be examined. Prerequisites: Biblical Literature I and II and Basic Christian Beliefs.

3 credit hours

Alternate years, fall

OLD TESTAMENT

Biblical Literature I (OT 101) is a comprehensive survey of the Old Testament. Problems relating to its proper understanding are considered.

3 credit hours

Every semester

Pentateuch (OT 201) is a detailed study of the content and spiritual significance of the first five books of the Bible (Genesis through Deuteronomy).

Prerequisite: Biblical Literature I.

3 credit hours

Annually, fall

Historical Books (OT 202) is a detailed study of the content and spiritual significance of the books of Joshua through Esther. Prerequisite: Biblical Literature I.

3 credit hours

Annually, spring

Major Prophets (OT 303) studies the prophets Isaiah, Jeremiah, Ezekiel, and Daniel, with careful examination of the religious, moral, and civil decline of the Hebrew nation. Prerequisites: Biblical Literature I and Introduction to Bible Study. Recommended: Historical Books.

3 credit hours

Alternate years, fall

Minor Prophets (OT 304) studies the writings of the twelve minor prophets by considering their historical backgrounds and messages. Their writings are applied to similar conditions today. Prerequisites: Biblical Literature I and Introduction to Bible Study. Recommended: Historical Books.

3 credit hours

Alternate years, spring

Introduction to Hebrew I (OT 305) is an introduction to the major original language of the Old Testament. Basic vocabulary and grammar are covered by working directly with selected passages from the biblical text.

3 credit hours

Alternate years, fall

Introduction to Hebrew II (OT 306) is a continuation of Introduction to Hebrew I. The emphasis on working directly with biblical passages is continued as more advanced vocabulary, grammar, and text structures are examined. Prerequisite: Introduction to Hebrew I.

3 credit hours

Alternate years, spring

Psalms (OT 404) is a study of Hebrew poetry for literary and spiritual value. Prerequisites: Biblical Literature I and Introduction to Bible Study.

3 credit hours

Alternate years, spring

Wisdom Literature (OT 405) is an exegesis and exposition of Job, Proverbs, Ecclesiastes, and Song of Solomon. Prerequisites: Biblical Literature I and Introduction to Bible Study.

3 credit hours

Alternate years, fall

Genesis (OT 407) provides a careful study of the message of Genesis, the foundational book of both the Old and New Testaments, with an emphasis on how it was understood in ancient Israel and what it means for the contemporary Christian. Prerequisites: Biblical Literature I and Introduction to Bible Study.
3 credit hours Alternate years, spring

Ezekiel (OT 409) provides a careful study of the message of Ezekiel, a great prophet who ministered before, during, and after the dramatic conquest of Judah by the Babylonians in 587 B.C. Understanding how and why he addressed his own times can form a solid basis for prophetically addressing contemporary culture and fellow Christians. Prerequisites: Biblical Literature I and Introduction to Bible Study. Recommended: Historical Books.
3 credit hours Spring seminar

The Old Testament's Message for Today (OT 410) gives a theological overview of the various sections of the Old Testament and of how each fits into the total message of the Bible. Special attention is given to the relevance of the Old Testament for the life of the Church today. Prerequisites: Biblical Literature I and Introduction to Bible Study.
3 credit hours Spring seminar

Jeremiah (OT 413) analyzes the contents of Jeremiah against the background of the catastrophic decline and fall of the southern kingdom of Judah in the early 580s B.C. Prerequisites: Biblical Literature I and Introduction to Bible Study. Recommended: Historical Books.
3 credit hours Spring seminar

NEW TESTAMENT

Biblical Literature II (NT 101) is a comprehensive survey of the New Testament. Problems relating to its proper understanding are considered.
3 credit hours Every semester

Synoptic Gospels (NT 203) centres on the life of Christ as seen through a careful study of the Gospels of Matthew, Mark, and Luke. Particular attention is given to the unique historical and theological contributions of each of the synoptic Gospels. Key themes are surveyed. Prerequisite: Biblical Literature II.
3 credit hours Annually, fall

Acts (NT 204) considers the beginning of the Christian Church, including the places and personalities involved, and provides a background for a better understanding of Paul's Epistles. Prerequisite: Biblical Literature II.
3 credit hours Annually, spring

Letters of Paul A (NT 305) is an inductive survey which examines the Epistles of Paul to the Thessalonians, Galatians, Ephesians, Philippians, Colossians, and Philemon. Emphasis is placed on identifying and understanding literary structure, main themes, and their significance for today. Prerequisites: Biblical Literature II and Introduction to Bible Study. Recommended: Acts.
3 credit hours Alternate years, fall

Letters of Paul B (NT 306) is an inductive survey which examines the Epistles of Paul to the Corinthians, Timothy, and Titus. Emphasis is placed on identifying and understanding their literary structure, main themes, and their significance for today. Prerequisites: Biblical Literature II and Introduction to Bible Study. Recommended: Acts.
3 credit hours Alternate years, spring

General Epistles (NT 307) is an inductive study which surveys the biblical doctrines and spiritual truths contained in the letters of James, I and II Peter, and Jude. Prerequisites: Biblical Literature II and Introduction to Bible Study.
3 credit hours Alternate years, fall

Romans (NT 401) is an in-depth study of Paul's theological positions developed throughout this important book. Prerequisites: Biblical Literature II and Introduction to Bible Study.
3 credit hours Annually, fall

Hebrews (NT 402) provides thorough study of the doctrine of the atonement giving special attention to Old Testament types and shadows. Prerequisites: Biblical Literature II and Introduction to Bible Study.
3 credit hours Alternate years, fall

Johannine Literature (NT 403) is a detailed study of the Gospel of John and the three Epistles of John emphasizing literary structure, historical, social, and religious context, and primary doctrines. Prerequisites: Biblical Literature II and Introduction to Bible Study.
3 credit hours Alternate years, spring

Greek III - Syntax (NT 404) carefully reviews and builds upon Greek Grammar I and II. This course introduces new vocabulary and covers more advanced grammatical forms and concepts, greatly enhancing the student's ability to translate and interpret the Greek New Testament. Selected New Testament passages are exegeted, both to illustrate the theoretical principles presented and to facilitate the excitement of inductive learning. Prerequisites: Greek Grammar I and II.
3 credit hours Alternate years, fall

I Peter - Greek Exegesis (NT 405) is a thorough study of Peter's first epistle based on its Greek text. Its language, both vocabulary and grammar, along with its larger rhetorical divisions are explored as a way to gain a better understanding of its individual statements and especially its overall message. Prerequisites: Greek III - Syntax. 3 credit hours Alternate years, spring

Revelation (NT 406) studies various approaches to the apocalypse with an emphasis on the spiritual encouragement of John's message. Prerequisites: Biblical Literature II and Introduction to Bible Study. 3 credit hours Alternate years, spring

James (NT 408) is an in-depth study of the biblical doctrines and spiritual truths contained in the book of James. Prerequisites: Biblical Literature II and Introduction to Bible Study. 3 credit hours Spring seminar

I Peter (NT 409) is a critical and exegetical study of 1 Peter. Narrative analysis, specifically structuralism, is applied to the story underlying 1 Peter as an aid to the understanding of its theology and worldview. Careful attention is given to the flow of its argument and its practical message for the first century and today. Prerequisites: Biblical Literature II and Introduction to Bible Study. 3 credit hours Alternate years, fall

Greek Exegesis (NT 410) is a thorough study of selected Greek passages from the New Testament. The class will focus upon utilizing the forms, syntax, and vocabulary gained in Greek Grammar I & II. Students will learn to read the Greek New Testament and use the truths discovered in preaching, teaching, and in personal spiritual formation. Prerequisite: Greek Grammar I&II. 3 Credit Hours Alternate years, fall

THEOLOGY

Basic Christian Beliefs (TH 203) lays the foundation of a firm belief in the Christian religion. It introduces the student to the basic doctrines of the Bible and furnishes evidence which supports the divine origin of the doctrines, morals, and institutions of Christianity. 3 credit hours Every semester

Systematic Theology I (TH 305) treats the nature and sources of theology. Considered are the problems of knowledge and authority, the proper approach to the Bible as God's written revelation,

and the doctrines of God, creation, and anthropology. Prerequisite: Basic Christian Beliefs. 3 credit hours Annually, fall

Systematic Theology II (TH 306) is a continuation of Systematic Theology I, focusing on doctrines regarding the nature of sin, the person and work of Jesus Christ, the atonement, the nature and function of the Holy Spirit in the life of the believer, sanctification and the Christian life, the nature of the church, and eschatology. Prerequisites: Basic Christian Beliefs and Systematic Theology I. 3 credit hours Annually, spring

Contemporary Theology (TH 403) is a study of contemporary movements in theology. Primary attention is given to liberation, feminist, process, and other modern theologies, particularly as they articulate their doctrine of God, humanity, and salvation. Prerequisite or co-requisite: Systematic Theology I. 3 credit hours Alternate years, fall

Historical Theology (TH 404) focuses particularly on the connection between theological thinking and the historical situation in which that thinking developed. This course introduces the student to key developments in the history of Christian thinking and practice, giving particular attention to the way in which historical theology informs the shape of theology today. The course includes a survey of the four broad periods of the history of Christian thought, identifying historical background, key theological developments, individual theologians, and the theological schools of thought of each period. The course also includes a selective engagement with key figures associated with each period. Prerequisites or co-requisites: Systematic Theology I and II. Recommended: Church History. 3 credit hours Alternate years, spring

Apologetics (TH 405) introduces the theory and practice of giving an explanation for why Christians believe what they do. The course includes an overview of four methods of doing apologetics. These principles and models are illustrated through the development of specific arguments for the Christian faith. Prerequisites or co-requisites: Systematic Theology I and II. Recommended: Worldview. 3 credit hours Alternate years, spring

Doctrine of Holiness (TH 411) offers an intensive study of Christian perfection from a Wesleyan perspective in its biblical, doctrinal, and practical aspects. Prerequisites: Systematic Theology I and II. 3 credit hours Annually, spring

DIVISION OF GENERAL EDUCATION

David E. Trouten, Chair

Life Skills (GS 101) is designed to develop the total well-being of students. It promotes skills that assist them in becoming productive and courteous students, family members, community partners, and workers.

1 credit hour

Annually, fall

Study Methods (GS 102) provides academic assistance for students. Topics covered include time management, reading, writing, and test-taking skills. Attendance is mandatory for all students on Qualifying Semester and those on Academic Probation who have not successfully completed the course in a previous semester. Other students are invited to any class sessions they wish to attend.

0 credit hours

Every semester

Health and Wellness (GS 202) emphasizes the relationship of physical activity to physical and mental health. Students develop a personal fitness program as well as fundamental skills in sports activities.

2 credit hours

Annually, fall

Research Methods (GS 205) guides students through the entire process of a research project, from selecting a topic to final proofing and submission, including the nature and purpose of research, the range of resources available, and the use of correct bibliographical referencing formats. Prerequisite: Written Communication.

3 credit hours

Annually, fall

TESL (GS 300) introduces students to the concepts, theory, and methodology related to teaching English as a second language and to the various components of language classes. In addition to class lectures and activities, students will have regular readings and written assignments, and will apply what they learn by demonstrating techniques and developing teaching materials, including detailed lesson plans. Students will also complete a 20-hour practicum in an ESL classroom.

The practicum component of TESL at Kingswood is a learning experience of approximately twenty hours in a multicultural learning environment. Students should be aware that the practicum is separate from and outside the timeframe of classroom instructional hours.

Students may choose to do their practicum either through a local ESL agency arranged by the University or through another agency. If the second option is chosen, it will be the responsibility of the student both to obtain the location as well as to

work fully with its teachers and administration to the satisfactory completion of the practicum.

6 credit hours

Every year, May

World Religions (RE 301) studies basic theological concepts and characteristics of the world's religions, including but not limited to Hinduism, Judaism, Buddhism, and Islam. Major North American cults also are examined closely. How these concepts deal with the nature of God and humankind, as well as how their major teachings compare to Christianity and to each other, are analyzed. Strategies for effective Christian witness among these religions are also studied. Prerequisite: Basic Christian Beliefs.

3 credit hours

Alternate years, fall

Worldview (RE 302) analyzes the nature and function of worldview and its dynamic. Non- and anti-Christian worldviews are examined and assessed from a biblical perspective. Special attention is given to understanding and valuing a contextualized Christian worldview, including categories for explaining varieties of spiritual and physical phenomena. Students will learn how to adjust from a North American and other geographically affected worldview to a biblically-based, culturally relevant worldview.

3 credit hours

Alternate years, fall

Independent Study (IS 489) is a course for upper division students which may be arranged in any division of instruction, but only for the purpose of in-depth study or in the event of course conflict. Permission of the Vice President for Academic Affairs is required.

2 or 3 credit hours

Every semester

ENGLISH

Written Communication (EN 130) is an introductory course in expression using the written word. The course covers a wide variety of styles and forms needed for successful collegiate, vocational, and personal written communication. The primary purpose of the course is to ensure the student gains a level of competency in the use of written language skills.

3 credit hours

Every semester

Literature of the Western World I (EN 201) is the first part of a two-semester survey of western literature with emphasis on its beginnings to the

Oral Communication (EN 203) is an introductory course in public speaking aimed to help the student develop verbal communication skills.
3 credit hours Every semester

Reformation Church History (HI 405) is a careful survey of the major figures, events, predecessors, and consequences of the 16th century Protestant Reformation. Attention will be given to the Magisterial reformers, the Anabaptist movement, and the Roman Catholic Counter-Reformation. Similarities and differences in theology and worship practices will be explored. Prerequisite: Church History.
3 credit hours Alternate years, spring

Greek Grammar II (GR 302) is a continuation of the study of “Koine Greek” started in Greek Grammar I. Prerequisite: Greek Grammar I.
3 credit hours Alternate years, spring

Church History (HI 303) is a general survey of the history of the Church from apostolic times to the present day. Attention will be given to the missionary endeavours of the church.
3 credit hours Annually, fall

Computer Applications in Education (SC 202) is an introduction to the use of computer technology for instructional and administrative purposes. Emphasis is placed on evaluating instructional software and hardware, various types of computer-based instructional strategies, and using software tools to solve educational problems.
2 credit hours Spring seminar

PHILOSOPHY

Introduction to Philosophy (PH 201) acquaints the student with the terminology and the significant problems of the field of philosophy.

3 credit hours Alternate years, spring

Ethics (PH 202) is a study of the basic principles of ethical conduct as applied to personal and social problems. A definite Christian emphasis is given to the course.

3 credit hours Alternate years, spring

Philosophy for Understanding Theology (PH 302) provides exposure to some of the essential philosophical concepts and distinctions necessary to understand theology. Although the course focuses on philosophy, the content is determined by how theologians have been influenced by, and used, philosophy. The course looks selectively at philosophers and philosophical movements as they have influenced such key Christian doctrines as God, Christ, and human beings. Prerequisites: Introduction to Philosophy and Basic Christian Beliefs.

3 credit hours Alternate years, fall

PSYCHOLOGY

General Psychology (PS 104) is a study of the behaviour of organisms from the simple stimulus/response mechanism to the human mind in its reactions to conditions and environment.

3 credit hours Annually, fall

Developmental Psychology (PS 205) discusses major theoretical concepts and evidence-based insights pertaining to lifespan development. It focuses on key perspectives related to foundational theories and methods, and considers various aspects of individual growth from prenatal development to adulthood. Particular emphasis is placed on factors that impede and foster healthy development/ adjustment in children, adolescents, and young adults. Prerequisite: General Psychology.

3 credit hours Alternate years, spring seminar

Introduction to Counselling Theory and Practice (PS 301) gives an overview of counselling theory, and reviews and practices skills of being a good helper and counsellor. The integration of theology and psychology is considered and foundational understanding of people and what is needed to promote healing is studied and practiced. Prerequisite or co-requisite: General Psychology, or be a mature student.

3 credit hours Alternate years, fall

Child Psychology (PS 302) is a study of child growth from birth to puberty with particular consideration given to developmentalism as a theoretical model. Prerequisite: General Psychology. Prerequisite for Counselling majors: Developmental Psychology.

3 credit hours Alternate years, fall

Adolescent Psychology (PS 303) discusses adolescent development and issues. Some of the problems and challenges of adolescence are investigated, and treatment and intervention approaches recommended. Prerequisite: General Psychology. Prerequisite for Counselling majors: Developmental Psychology.

3 credit hours Alternate years, spring

Educational Psychology (PS 402) acquaints students with various learning theorists and models of learning. It also addresses pupil variability, its measurement and evaluation, and student motivation. Prerequisite: General Psychology.

3 credit hours Alternate years, spring

Abnormal Psychology (PS 403) is designed to provide the student with a basic understanding of abnormal human behaviour. Models of abnormal behaviour, methods of classification of mental disorders, and approaches to treatment of these disorders are discussed. Prerequisites: General Psychology. Prerequisites for Counselling majors: Child Psychology and Adolescent Psychology.

3 credit hours Alternate years, spring

Family Counselling (PSPM 408) provides an introduction to the field of family counselling from a Christian perspective. The focus is on the practical side of counselling theory and practice. Prerequisite: General Psychology, or be a mature student.

2 credit hours Alternate years, spring

Crisis Counselling (PSPM 410) seeks to provide both theoretical and practical approaches to crisis intervention and counselling. Prerequisite: General Psychology, or be a mature student.

2 credit hours Alternate years, spring

Marriage Counselling (PSPM 412) is designed to give the counsellor/pastor a review of the issues involved in premarital and marriage counselling. Different models are reviewed and time is given to understand and practice processes and interventions used in marriage counselling. Prerequisite: General Psychology, or be a mature student.

2 credit hours Alternate years, spring

SOCIOLOGY

Introduction to Sociology (SO 221) studies social systems and their development from early times to the present. The course is designed to enhance the student's appreciation of the various forms of social life as well as show the complex forces at work within the scope of a dynamic society.
3 credit hours Annually, fall

Contemporary Social Issues (SO 225) deals with contemporary social and global issues such as domestic violence, teen pregnancy, the AIDs epidemic, human trafficking, and also presents strategies for dealing with these issues in real life context.

3 credit hours Alternate years, spring

Foundations of Social Justice (SO 230) explores the biblical mandate to transform not just the individual but social patterns and institutions with the love of God and the truth of the scriptures.
3 credit hours Alternate years, spring

Cultural Anthropology (SO 309) is an introductory anthropology course taught from a Christian perspective. The focus of the course is to understand and appreciate more deeply those in other cultures as well as more readily adjust and labour effectively among them. The practical component of this course is the introduction to and the completion of an ethnography, which will be conducted in a social situation within the surrounding community. Prerequisite: Introduction to Sociology.

3 credit hours Alternate years, spring



Dr. Stephen D. Elliott, Chair

Dr. Janet Starks
Program Director

Ministry to Children (CE 313) equips students to work with children from infancy through grade six.

Teaching Children (CE 412) examines the foundations of and the strategies for teaching children. Particular emphasis is given to the development and evaluation of curriculum. Prerequisite or co-requisite: Ministry to Children.
3 credit hours Alternate years, fall

DEPARTMENT OF
CHRISTIAN SCHOOL EDUCATION
Mr. Douglas Graham
Program Director

Instructional Methods and Media (CSE 201) surveys strategies for inspiring learning in the student and the effective delivery of lessons by the teacher. Particular attention is given to active learning as it relates to instructional techniques, the conducting of class time, the use of cooperative group work, the review and mastery of information, as well as the development of thinking skills. Attention is also given to the implementation of technology to enhance instruction and communication in the classroom.

3 credit hours

Annually, fall

Music for Children (CSE 308) offers a survey of current teaching methods and curriculum for children in kindergarten through grade six. Students

Language Arts for the Elementary School (CSE 313) provides an overview of the language arts including listening, speaking, writing, and reading. These are studied relative to objectives, instructional methods, and materials appropriate for the elementary classroom. Prerequisite: Introduction to Education and Techniques.

3 credit hours

Alternate years, fall

Social Studies for the Elementary School (CSE 321) is a study of the multidisciplinary subject of social studies. Consideration will be given to the nature and purpose of the social studies, models of instruction, and the development of global awareness. In addition, the course provides a detailed framework for unit planning, principles of assessment and evaluation, and a description of the learning environment that will foster inquiry, reflection, and decision making within the communities of classroom and school. Prerequisite: Introduction to Education and Techniques.

3 credit hours Alternate years, fall

Children's Literature (CSE 322) provides the prospective teacher with a survey of children's literature including genres, authors, and illustrators both past and present. Insight is provided concerning children's growth and development as responsive readers.

2 credit hours

Alternate years, fall

Elementary Math Instruction (CSE 323) is designed to acquaint the student with the content, learning theory, and methods appropriate to instruction in elementary math. Philosophical emphasis is placed on the understanding of mathematics as one aspect of a structured universe created by a rational, orderly God. Prerequisites: Fundamentals of Mathematics and Introduction to Education and Techniques.

3 credit hours

Alternate years, spring

Elementary Science/Health Instruction (CSE 324) is a course of study in which students examine the nature of elementary science and health instruction and learning. Attention is given to the development of science process skills as well as to the content and concepts that typically appear in elementary science and health curriculum. The latest teaching models and strategies for science and health learning are explored. National Health and Science Standards are reviewed. Prerequisite: Introduction to Education and Techniques.

3 credit hours

Alternate years, spring

Introduction to Learning Disabilities (CSE 401) acquaints the regular classroom teacher with learning exceptionalities. Emphasis is placed on the identification of characteristics distinctive to various disabilities in learning. Attention is also given to the meeting of special needs through individualization and/or referral to appropriate professional services. Prerequisite: Introduction to Education and Techniques.

2 credit hours

Alternate years, fall seminar

Legal and Ethical Issues (CSE 422) acquaints the classroom teacher/administrator with various aspects of private Christian schooling within the Canadian legal context. Some attention is given to present and historical constitutional provisions affecting the nature of religious education as a whole in Canada. Emphasis is placed on legal issues affecting the school, its teachers, students, and constituency. Consideration is also given to professional ethical standards valued within education and particularly the Christian school.

2 credit hours

Alternate years, spring seminar

Student Teaching Experience (CSE 425) provides the student with fourteen weeks observing and teaching in Christian school classrooms at two different grade levels. Students teach under the direction of a qualified cooperating teacher and the

supervision of the Program Director. The Student Teaching Experience may not be completed until all Christian School Education requirements have been completed.

9 credit hours

Every semester

DEPARTMENT OF GLOBAL MINISTRY

Dr. William Peed
Program Director

Practical Issues in Missionary Preparation (MI 202) covers building a ministry support team (including prayer support, fundraising and fundraising techniques), personal health and language learning. The course includes St. John Ambulance First Aid training (additional cost).

2 credit hours

Alternate years, spring seminar

Cross Cultural Ministry (MI 310) offers exposure to a cross-cultural setting involving observation and practical service. The course, required for global ministry minors, gives the opportunity to experience first-hand a cross-cultural ministry setting, usually outside North America. Normally, this experience is realized during the spring break of the student's junior or senior year. The student will serve under an experienced missionary or host country leader as well as work with the Global Ministry Program Director, who will travel with the students and serve as facilitator. Some classroom work is required prior to and after the on-site work.

2 credit hours

Alternate years, spring

Global Christianity: 19th Century to Present (HI 400) focuses on the missionary enterprise of the church from approximately 1800, the date generally cited as the beginning of the Protestant missionary movement, to today. Attention is given to past and present missionaries, their interaction with indigenous peoples, and the results and consequences of that interaction. Implications for today's message bearer will be raised. A particular focus highlights the Student Volunteer Movement of the 19th century and the work and vision of the 21st century Student Volunteer Movement 2 (SVM2). Recommended: Church History.

2 credit hours

Alternate years, spring

Spiritual Conflict Resolution (MI 402) examines the spiritual encounter with demonic power by reflecting biblically, theologically, historically, and culturally on the topic. The believer's identity and authority in Christ are explored as well as techniques to counter the influence of demons in the life of believers. Defensive and offensive postures of the missionary are also examined. The practical focus of the course is two-fold: to help the student experience and

maintain complete freedom in Christ, and to consider the missiological implications spiritual conflict resolution has to the training for modern day mission. Prerequisite: Worldview.

3 credit hours Alternate years, spring

Principles and Practice of Mission (Applied Anthropology) (MI 405) applies the contributions of cultural anthropology to the work of the Christian missionary. Factors relating to anthropology, psychology, and intercultural communications are considered in relation to culture and the practice of mission. Prerequisite: Cultural Anthropology.

3 credit hours Alternate years, spring

DEPARTMENT OF MUSIC MINISTRY

Mr. David Klob
Program Director

Fundamentals of Music (MU 102) introduces the basics of music with an emphasis on practical application. Elements included are note reading, key signatures, chord charts, and rhythms. This course may be exempted by exam. It is not sufficient preparation for Music Theory I.

3 credit hours Every semester

Rudiments of Music (MU 112) is a remedial, intensive course covering the rudiments of music, in preparation for Music Theory I. Elements include major and minor scales and triads, key signatures, simple chord progressions, and simple and compound meter. May be exempted by exam.

3 credit hours Annually, fall

Music Technology (MU 115) is designed to familiarize the student with the applications possible through today's technology for use in music ministry. This course covers basic principles and functional use of A/V/L technology, MIDI applications, the use of computer transcription software, and the exploration of other keyboard/computer capabilities. Prerequisite or co-requisite: Rudiments of Music or equivalent.

1 credit hour Annually, fall

University Chorale (MU 150, MU 250, MU 350) is an ensemble of mixed voices performing a wide range of Christian literature. In sectional and full group rehearsals, devotions, social events, and retreats, students are prepared to minister through music and testimony at various times throughout the year. B.A. (Music Ministry) students must participate for three years, Music Ministry minor students for two. Students may also receive one Student Ministry credit for each full year of participation, for a maximum of two Student Ministry credits.

0 credit hours Annually, fall to spring

Basic Conducting (MU 224) studies foundations of conducting applicable instrumentally as well as chorally. These basics are developed through practical assignments as well as an additional one-hour lab each week. Video-taping of some conducting is done. Students are required to attend the additional one-hour lab each week. Prerequisite: Rudiments of Music or equivalent.

1 credit hour Alternate years, fall

Sight & Ear Training I (MU 231) develops the elementary skills needed to sing melodies and clap rhythms at sight. Training in aural recognition of intervals and chords is included, as well as rhythmic and melodic dictation. Students are required to attend an additional one-hour lab each week. Prerequisite: Rudiments of Music or equivalent.

1 credit hour Alternate years, spring

Sight & Ear Training II (MU 232) continues through similar materials introduced in Sight & Ear Training I. This course instills further growth and confidence as students see continued development in these very critical areas of practical musicianship. Students are required to attend an additional one-hour lab each week. Prerequisite: Sight & Ear Training I.

1 credit hour Alternate years, fall

Music Theory I (MU 235) is designed to increase a student's usable musical skills. It covers notational systems, the several types of scales, an introduction to writing in the four-part chorale style, and an emphasis on analytical skills. Some elementary composition is also included. Prerequisites: Music Technology and Rudiments of Music, or placement by exam.

3 credit hours Alternate years, spring

Music Theory II (MU 236) continues the development of the student's skills begun in Music Theory I. It covers melodic organization, texture and textural reduction, voice leading, harmonic progression, harmonic rhythm, seventh chords, and modulations. Prerequisite: Music Theory I or placement by exam.

3 credit hours Alternate years, fall

Music History I (MU 301) provides a basic overview of Western music history highlights from the Middle Ages through the Twentieth Century. Emphasis is placed on the correlation of church music development in these time periods.

3 credit hours Alternate years, fall

Music History II (MU 302) further explores the contents covered in Music History I. Emphasis is placed on comparative studies of genres and forms. Prerequisite: Music History I.

3 credit hours Alternate years, spring

Introduction to Songwriting & Arranging (MU 305) is designed to facilitate creative exploration of a student's ability to compose and arrange music. Emphasis is placed on writing songs for corporate worship and arranging songs for a rhythm section. An introduction to orchestral arranging and computer-assisted techniques is included. Prerequisite: Music Technology
3 credit hours Alternate years, spring

Technical Training (MU 307) will give students a working knowledge of audio-video-lighting (A/V/L) systems for the purpose of live production, as well as an introduction to the basics of audio and video recording/editing. Prerequisite: Music Technology
2 credit hours Alternate years, spring seminar

Sight & Ear Training III (MU 331) is designed to further develop the skills needed to "hear what you see, and see what you hear". Through use of the text and published music, as well as computer resources and labs, students have the opportunity to develop these skills. Prerequisite: Sight and Ear Training II.
1 credit hour Alternate years, spring

Music Theory III (MU 335) explores more advanced elements of music theory including advanced modulatory techniques, formal structures, and studies in chromaticism. Prerequisite: Music Theory II or placement by exam.
3 credit hours Alternate years, fall

Choir Leadership (MU 395) is designed to give the student a basic understanding of quality choral singing and directing. Rehearsal techniques and performance practices are built on the foundation established in the Basic Conducting course. Prerequisites: Basic Conducting and one voice credit.
2 credit hours Alternate years, spring

Worship Leading I (MU 401) is designed to introduce the music ministry student to the ministry and art of worship leading. Emphasis is placed upon the practical principles governing the preparation and leadership of worship orders, as well as the spiritual development of the lead worshipper as it relates to the task of leading worship. Prerequisites: Basic Conducting and Music Theory I, or permission of Music Program Director.
2 credit hours Alternate years, fall

Worship Leading II (MU 402) offers further experience in the art of worship leading and explores practical application of worship leading skills. Emphasis is placed upon the practical principles involved in giving leadership to rhythm sections and vocal teams. Prerequisite: Worship Leading I.
2 credit hours Alternate years, spring

Music Ministry Administration/Leadership (MU 410) provides practical insight into the administrative responsibilities of a minister of music. It equips students to develop and manage budgets, effectively recruit and mobilize volunteers, lead teams, develop filing and storage systems, and demonstrate time, personnel, resource and conflict management.
2 credit hours Alternate years, fall seminar

Music Theory IV (MU 435) furthers the studies begun in previous Music Theory courses and includes an introduction to the musical materials and analytical concepts of late nineteenth-century and early twentieth-century music. Prerequisite: Music Theory III or placement by exam.
2 credit hours Alternate years, spring

Church Music & Worship (MU 450) has the primary purpose of assisting students in the development of a theological understanding of worship – corporate worship in particular – as it relates to the Bible. Secondary purposes are: to give students a historical overview of music practices used in conjunction with Judeo-Christian worship; to help students *think "Christianly"* about music and the arts, especially as they relate to the principles of worship; to equip students with practical skills in effectively leading the worship ministry of a local church for maximum Kingdom impact. Prerequisite: Basic Christian Beliefs.
3 credit hours Annually, spring

Major Productions (MU 453) is an overview course designed to supply students with practical advice in preparing for and presenting theatrical productions, with counsel in the possible challenges encountered in play production in the church. Topics include: producing, directing, organization, scenery construction, stage techniques, stage makeup, costuming, stage properties, settings, stage movement, lighting basics, script choice, and cost effective budgeting. This "basics" course concentrates on the importance of theatre and performance for both its spiritual and entertainment value.
2 credit hours Alternate years, spring seminar

Applied Music - Guitar The major aim of Kingswood's applied music lessons is the training of well-rounded church musicians. Therefore, the core of guitar study will be focused in the following areas: General musicianship, Technique, Repertoire, Praise and worship playing styles.
1 credit hour Every semester

Applied Music - Piano The major aim of Kingswood's piano department is the training of well-rounded church musicians. Therefore, the core of piano study will be focused in the following areas of pianism: General musicianship, Technique,

Repertoire, Service Playing: hymn style and contemporary styling, Playing from chord charts.

1 credit hour Every semester

Applied Music - Voice The major aim of Kingswood's vocal department is the training of well-rounded church musicians. Therefore, the core of vocal study will be focused in the following areas: General musicianship, Technique, Repertoire, Performance skills.

1 credit hour Every semester

DEPARTMENT OF PASTORAL MINISTRY & CHURCH PLANTING

Dr. Stephen Elliott
Program Director

Perspectives on Church Planting (CP 200) is designed to help students determine whether they are called and gifted to be church planters. This is an overview course and includes the biblical basis of church planting, the need for church planting, the profile of an effective church planter, the challenges of church planting, church planting strategies, and an introduction to church planting finances and staffing. Students visit current church plants during the semester.

3 credit hours Alternate years, fall

Strategies in Church Planting (CP 300) explores a broad range of effective strategies for church planting enabling the future planter to determine the model and strategy most effective for his or her plant. Areas to be covered include understanding the importance and value of a church planting system and exploring church planting models.

3 credit hours Alternate years, spring

Models for Public Ministry (CP 305) explores a variety of models to determine the most effective model for a specific church plant. Students cover topics such as models of worship, discipleship, and outreach for the church planting context, exploring media potential, and exploring support services.

2 credit hours Alternate years, fall seminar

Homiletics (PM 301) introduces the student to the responsibility of preaching. Emphasis is placed on the principles and practices governing the preparation and delivery of sermons as well as the spiritual development of the preacher. Students practice preaching in the class and are coached by both their peers and the professor. Prerequisite: Oral Communication.

3 credit hours Annually, fall

Expository Preaching (PM 302) builds on skills developed in Homiletics by offering training and practice in the art of preaching and exploring practical procedures in expository preaching. Prerequisite: Homiletics.

3 credit hours Annually, spring

Mobilizing the Church for Evangelism and Assimilation (PM 305) explores the purpose and methods of evangelism in the context of the local church. Evangelism methodologies are evaluated as well as various tools for effectively reaching the lost within the community. The biblical foundation for the importance of lay ministry, dependence on the Holy Spirit and the role of the pastor in leading the congregation to develop and implement an overall strategic plan are emphasized.

3 credit hours Alternate years, spring

Principles for Effective Leadership (PM 306) explores the unique demands of leadership in the local church, including a study of servant leadership, biblical principles of leadership, the development of leadership skills, exploring personal leadership styles, and the practices of highly effective leaders.

2 credit hours Alternate years, spring

Empowering & Equipping Persons for Ministry (PM 310) explores the skills and procedures involved in empowering and equipping lay people to identify, develop, and be deployed according to their God-given gifts and passions in effective ministry in the church and in the community.

2 credit hours Alternate years, spring

Pastoral Ministry (PM 400) studies the real life work and responsibilities of the pastor, except that which is immediately related to the preparation and delivery of sermons. Many practical areas of pastoral ministry are explored through lecture, demonstration, practice, and multiple visits to leading edge churches.

3 credit hours Annually, fall

Church Management (PM 402) seeks to develop an understanding of the practicalities of administration in the local church. Consideration is given to the specific responsibilities of the pastor, boards, committees, and congregation, and the structures typically found in healthy, vibrant churches. This course also includes an introduction to parliamentary procedures, conflict management, church finances and legalities, especially as they relate to church administration.

3 credit hours Annually, spring

Pastoral Counselling (PSPM 405) introduces counselling to the Christian worker. It treats ways to help people concerning their emotional and/or psychological needs. It deals with the basic

Supervised Ministry Experience (PM 425) is an intensive six-month practical ministry experience in a vibrant local church under the supervision of an effective, experienced pastor as well as University faculty. Supervised Ministry Experiences are tailored to each major within the BA. (Religion) degree program to enhance the learning experiences of students. This course includes writing elements to allow students to process and reflect on their experiences. Course codes for the Supervised Ministry Experience may have an additional two letter suffix to designate the major (e.g. PMCP 425 denotes a Supervised Ministry Experience for a church planting major student). Limited to senior students.

9 credit hours

Every semester

as the ethnic identity, street gangs, racism, poverty, and violence.

2 credit hours Alternate years, spring seminar

Ministering in Popular Culture (YM 407) helps students better understand the ever-evolving organism known as popular culture, and how to minister to teens within it. Students explore theological implications for ministry in this context and are equipped to generate new strategies for engaging the emerging generation.

2 credit hours Alternate years, fall

Global Youth Ministry (YM 411) helps the student see youth ministry in a global framework. Emphasis is placed on understanding effective principles and practices for ministering to youth in a cross-cultural context.

2 credit hours Alternate years, fall seminar

DEPARTMENT OF STUDENT MINISTRIES

The purpose of the Student Ministries Department is to assist the student in preparing to bring glory to God through dedicated service by enabling the student to integrate experience with classroom theory.

Participation in practical ministry experiences will assist students in developing skills in relating Christian truth to human needs. The student's individual needs and vocational objectives will help to determine appropriate ministry assignments. The value of communication skills in teaching, preaching, counselling, music, sharing, and witnessing cannot be overstressed in the student's vocational pursuits. Consequently, a valid learning experience in the use of these skills must include practice. Through practical ministry experience, students receive evaluation and instruction from pastors, church leaders, and other competent supervisors.

Student Ministries

In all bachelor's degree programs, students must earn five student ministry credits. These credits must be earned throughout the degree program in order to assist in the integration of classroom learning with practical learning experience. In the General Education associate's degree program students must earn two student ministry credits.

The Student Ministries Handbook provides detailed information concerning student ministry assignments

and requirements. Selection of assignments is made in consultation with the Director of Student Ministries and the student's faculty advisor. All student ministry assignments must have the approval of the Director of Student Ministries. The handbook can be found on the University website at www.kingswood.edu/forms.

Supervised Ministry Experience

All B.A. (Religion) and B.A. (Christian Education) students spend six-months in full-time supervised ministry after having completed at least 96 credit hours. This is a nine credit-hour assignment. This Supervised Ministry Experience is completed under the direct mentoring of a pastor or ministry leader qualified and serving in the student's major field of study. This experience includes writing elements to allow the students to process and reflect on their experiences.

The *Supervised Ministry Handbook* provides detailed information concerning all aspects of this program from placement through debriefing. Students should acquire the current version of the Supervised Ministry Handbook in the fall of their sophomore year and begin working with the Director of Student Ministries and their Program Director to secure an appropriate placement. The handbook can be found on the University website at www.kingswood.edu/forms.

The final segment of the Supervised Ministry Experience is a debriefing seminar. This seminar allows students returning to campus after their six months of ministry to continue reflectively processing their experience in a group setting for mutual benefit. This seminar is facilitated by the Director of Student Ministries and individual program directors. Students who are unable to participate in this debriefing due to distance from campus are debriefed by other means.

Student Teaching Experience

All B.A. (Christian School Education) students spend fourteen weeks observing and teaching in Christian school classrooms at two different grade levels. This nine credit hour assignment may not be completed until all other Christian School Education requirements have been completed. The assignment is completed under the direction of a qualified cooperating teacher and the supervision of the Christian School Education program director. Student Teaching placement is done under the supervision of the Christian School Education program director.

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