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back to the Local Church

Earn your degree where you  
live, work, and serve

## **Student Handbook & Academic Catalog**

**2024-2025**

**B. H. Carroll Theological Seminary  
Student Handbook & Academic Catalog  
Volume 23 for Academic Year 2024-2025  
August, 2024**

## **Disclaimer**

While this Handbook/Catalog was prepared on the best information available as of August 4, 2023, all information, including statements of fees, course offerings, and admission and graduation requirements, is subject to change without notice or obligation. This catalog/handbook should not be construed as a contract between B. H. Carroll Theological Seminary and any potential, current, or former students.

Information contained in this Handbook/Catalog is subject to change at the discretion of the B. H. Carroll Theological Seminary.

Unless specifically stated otherwise in a particular Manual policy, in the event of any inconsistency or conflict between the information contained in this handbook/catalog and any other material, the information contained in the handbook/catalog shall take precedence.

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## **Reinventing Theological Education**

B. H. Carroll Theological Seminary is reinventing theological education in innovative, creative ways that make ministerial training more relevant, practical, effective, as well as affordable and accessible to all Christian workers. Using a nexus of scholars and learning centers, Carroll Seminary mobilizes the Body of Christ to minister and serve an increasingly lost and needy world. With a focus on the Great Commission, this approach commits a minimum of resources to buildings and a maximum of resources to intellectual capital and learning technologies. It operates from a center in Arlington, Texas where the Academic Council with a depth and breadth of experience in theological disciplines plan curricula. They also teach and coordinate the work of academically qualified scholars across the nation and ultimately around the world. Carroll Seminary uses a broad range of media to connect with the churches and provide theological education that is biblically based and practically oriented.

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## **Mission Statement**

B. H. Carroll Theological Seminary is a graduate-level community of faith and learning that equips men and women called to serve Christ in the diverse and global ministries of His church.

## **Vision Statement**

We deliver accredited theological education to Christ-centered leaders in their contexts through a network of ministry partners. Our vision for the future guides us in the present, where we pursue the goal of mobilizing the priesthood of all believers for service in Christ's church and in the world through theological education in the local church and a network of related ministries. It brings into focus our desire to develop Christ-centered leaders who are faithful to Scripture and oriented toward practical and transformational ministry. It reminds of our commitment to academic excellence, to our Baptist faith, and to our collegial relationships with other evangelical Christians.

## Values

Christ-centered, Spirit-led character

Bible-based, world-engaged curriculum

Historic Baptist identity and principles

Intellectual energy interacting with effective praxis

Vulnerable, responsive, and relevant to a changing world

Accessible and affordable to all believers

Collegial, collaborative, and encouraging environment

Diverse and inclusive community with a global impact

Linked with and mutually accountable to the churches

Individual attention to and respect for students

Synergistic dialogue between Academic Council and field-based faculty

Intentional, holistic formation of all persons, faculty and students

Perpetual education: lifelong and mutual learning between faculty and students

Model and guide students in development of a mature and balanced biblical worldview

*Affordable*

*Accessible*

*Achievable*

*Accredited*

## **I. Philosophy**

B. H. Carroll Theological Seminary differs from other theological institutions in the scope of its philosophy of education, its approach to resources, and its relationship with churches and other educational institutions. Carroll Seminary does not accept certain implicit but persistent assumptions about ministerial training. Theological education does not have to be highly competitive. By enlarging incentives and opportunities for learning, the entire student base is expanded to such a degree that other institutions will benefit as well. The cost of theological education does not have to escalate perpetually. The expanding student base and revenue from ancillary activities enable Carroll Seminary to lower costs of tuition for students.

Theological education does not have to be restricted by institutional location. Instead of building a large central campus, Carroll Seminary distributes learning and makes it accessible. Carroll Seminary is primarily a distance learning or online seminary, using innovative technologies and connecting its classes electronically. The new technology expedites the accomplishment of the goal to make theological education more accessible and affordable, and global electronic technology enables the Seminary to access first-rate resources and world-class scholars.

Current theological education often fails to integrate praxis with academics in a meaningful way. In fact, there are marked indicators that the trend is to move away from this integration, thus emphasizing classical over practical studies and giving students only token training in the churches. Recognizing that the best theological education does not exclude practical application from academic excellence, Carroll Seminary establishes a vital relationship with the local church to enhance its ministerial training. It uses a broad range of media to connect with churches to provide theological education and real-world assistance that is biblically based, academically sound, and practically oriented.

Carroll Seminary synergizes the resources of innovative technology, a pool of mentor-scholars, the facilities and human resources of churches, a “cutting-edge” generation of students, assessment tools and ministerial programs, and creative use of financial resources. Our philosophy not only harnesses ingredients essential for effective and efficient theological education, it also pioneers a twenty-first century seminary that will mobilize, train, and unleash an incredibly large and potent army of servants for God’s kingdom.

## **II. Heritage & Identity**

### **II.1. Identity**

B. H. Carroll Theological Seminary is a free-standing community of Christian scholars with multiple sources of funding and a self-perpetuating board of governors. It is distinctively Baptist. It affirms those articles of Christian faith and practice which have been surely held and expressed in historic Baptist principles and practices. It operates in cooperation primarily with, but not limited to, Baptist churches. It also cooperates with other Great Commission Christians who are on the cutting edge of ministry.

## II.2. B. H. Carroll

B. H. Carroll (1843-1914) was a giant among Baptist leaders. While pastor of First Baptist Church of Waco for almost thirty years, he strengthened the Baptist witness and profoundly influenced the social life and political structures across Texas and the South. He became a legendary expositor. He was involved at every level of Baptist life. Other denominational leaders consulted with him on all important decisions. Yet, Carroll's most enduring legacy was in theological education. In his pastoral study, he tutored Baylor ministerial students and developed theological courses that were put into the university curriculum. Carroll chaired the Baylor board of trustees, served on its faculty, and was Dean of the Bible Department. He led the trustees to start Baylor Theological Seminary (1905) and later convinced the BGCT to separate it as a free-standing institution (1907). In 1908 he chartered it as Southwestern Baptist Theological Seminary. Altogether, Carroll taught for forty-three years. By publishing his curriculum in the Baptist Standard, he extended his influence across the South. He did more to form the theology and shape the ideals of preachers than any other person of his generation. George W. Truett said this was Carroll's crowning work and his real passion: "No other task in all his life seemed so completely to enthrall his thoughts and energies as the task of Ministerial Education... this man, in season, out of season, pleaded forever for the better education of God's preachers."

## II.3. Legacy

Carroll emphasized two dimensions of theological education as equally important: academic excellence and practical application. He challenged students to develop keen intellects, but he also showed them how to apply knowledge in meaningful ways. His desire was for leaders in the churches to be equipped with all the tools for ministry and to know how to use them effectively. Carroll's vision was to make this theological education accessible and affordable to all Christian leaders - to every worker and teacher in the church, in addition to those persons called to full-time vocational ministry. In 1905, he put it this way:

***If we ever intend to make the Texas Baptists the greatest spiritual force in the world and to be potential in shaping the destiny of our state and nation, we must provide at home for the right and adequate training of a great host of spiritual leaders. Not to do it is a sin. We may not devolve this responsibility on others, nor can we safely postpone the work.***

Carroll Seminary perpetuates and extends this legacy. We will provide accredited theological education that is academically excellent and practically applicable in a way that it is accessible and affordable to every Christian leader. This is a vocational school: we will train professional ministers. Yet, in a fuller sense, this is a theological institution: we will "Seminary," or invest persons with a spiritual charge. That charge is not limited to full-time ministers but will be shared with all Christian leaders called to prepare for ministry.

Carroll Seminary is non-traditional and innovative, but it will sustain the DNA of Carroll's legacy, as defined by L. R. Scarborough: it will be denominationally anchored as a distinctively Baptist institution responsible to Baptist churches; it will teach the Word of God; and it will magnify both

scholarship and spiritual life. We will use creative approaches to theological education and its delivery. At the same time, we are reviving a heritage and perpetuating a legacy for those who remain loyal - loyal to historic Baptist principles - loyal to our Lord, His Word, and His commission - loyal to our and future generations. We hope that by providing a common ground for those who remain loyal, this new seminary also might help to bring healing to a wounded denomination.

### III. Accreditation and Authorization

#### III.1. Statements on Accredited Status

##### III.1.a. The Association of Theological Schools in the United States and Canada

10 Summit Park Drive  
Pittsburgh, PA 15275-1110  
+1.412.788.6505  
[www.ats.edu](http://www.ats.edu)



B. H. Carroll Theological Seminary is accredited by the Commission on Accrediting of the Association of Theological Schools.

The following degree programs are approved by the Commission on Accrediting:

Master of Divinity	Master of Arts (Religion)
Master of Arts in Christian Education	Master of Arts (Theology)
Master of Arts in Counseling	Doctor of Ministry
Master of Arts in Worship	Doctor of Philosophy

##### III.1.b. State Authorization for Distance Education

B. H. Carroll Theological Seminary is a member of the National Council for State Authorization Reciprocity Agreements (NC-SARA). This consortium provides reciprocity to member states, allowing individuals residing in those states to take distance education courses provided by member institutions.

For more information, please visit: [nc-sara.org](http://nc-sara.org).



Since the regulatory landscape related to state authorizations changes often, students are encouraged to contact Carroll Seminary personnel for clarification or further information. Prospective students living in a state that is not a member of NC-SARA, or current students considering relocation to a state that is not a member of NC-SARA, please contact the Registrar's Office to request additional information about how state authorization may impact your ability to complete coursework with Carroll Seminary. Texas Certification by the state of Texas is one of the prerequisites to apply for accreditation with the regional and national associations. Having met the standards of the Texas Higher Education Coordinating Board (THECB), the Seminary was granted a Certificate of Authority, effective January 2007, to offer masters and doctoral degrees. In the fall of 2008, the Texas Higher Education

Coordinating Board ceased regulating the activities of degree-granting religious institutions, and Carroll Seminary was granted exemption from the THECB on December 3, 2008. Subsequently, the Master of Arts in Counseling was added to Carroll Seminary's degree program offerings. Since students who complete the licensure track of the MA in Counseling program and then go on to complete other requirements set forth by the state may apply for professional licensure, Carroll Seminary applied for and was granted authorization from the THECB to offer the MA in Counseling degree.

### **III.2. History Related to Accreditation Processes**

On March 1, 2010, Carroll Seminary was granted "Applicant Status" with the Association for Biblical Higher Education (ABHE). The Association for Biblical Higher Education is a national accrediting association officially recognized by the U.S. Department of Education and by the Council for Higher Education Accreditation (CHEA). ABHE comprises approximately 200 postsecondary institutions throughout North America specializing in biblical ministry formation and professional leadership education. The accrediting process with ABHE is in three stages: Applicant, Candidacy, and Accreditation Status. The Carroll Seminary hosted a two-day site visit in the spring of 2010 with a representative of the ABHE Commission on Accreditation who outlined the process for Carroll to attain Candidacy and then full Accreditation Status. Carroll Seminary received full "Accreditation Status" from ABHE on February 23, 2012. Carroll Seminary completed the reaffirmation process with ABHE in 2016 and was granted reaffirmation of accreditation for a period of ten years on February 8, 2017.

In 2012, Carroll Seminary began the formal process of seeking accreditation with the Association of Theological Schools (ATS). The first step of that process was to achieve Associate Membership status. To this end, application materials were submitted on July 30, 2013, and a staff visit was conducted December 2-3 of the same year. In February and March of 2014, six institutions provided to ATS letters of support on behalf of Carroll Seminary: Austin Presbyterian Theological Seminary, Baptist Missionary Association Theological Seminary, Canadian Southern Baptist Seminary and College, Dallas Theological Seminary, Lincoln Christian University, and Logsdon Seminary. Carroll Seminary is profoundly grateful for the support of these sister institutions. On June 25, 2014, ATS member schools voted to approve the ATS Board's recommendation to grant Carroll Seminary Associate Membership status.

Next, the institution began the work necessary for candidacy. This included the submission of a readiness report (January 2015) and the completion of a staff visit which occurred April 12-14, 2015. The ATS Board, at its meeting in June 2015, voted to grant Carroll Seminary Candidate for Accredited Membership status. After receiving candidacy, Carroll Seminary faculty and staff began the self-study process for initial accreditation. The self-study was submitted to ATS in the fall of 2016 and an evaluative visit was conducted in the spring of 2017. At its June 2017 meeting, the ATS Board of Commissioners voted to grant initial accreditation to Carroll Seminary for the maximum allowable time, a period of seven years.

The leaders of Carroll Theological Seminary have over 300 years of combined experience in graduate theological education. That experience includes multiple self-studies and accrediting

processes along with proficiency in graduate-level teaching, curriculum design, and competency-based education. From the beginning the Seminary has demanded high standards of academic work that will meet or exceed all criteria necessary for accreditation. Because peer evaluation and accreditation are essential and valuable to the effective training of ministers, the quality of the faculty, the effectiveness of the curriculum, and the competencies of the graduates must be validated through accreditation by ABHE and ATS. Therefore, academic excellence, effectiveness in ministry, and building the kingdom of God will be ultimate goals for every student.

## **IV. Admissions**

Admission to B. H. Carroll Theological Seminary is open to qualified persons of all denominations and fellowships, of any race, national or ethnic origin, without regard to gender or handicap.

### **IV.1. Certificates**

#### **IV.1.a Ministry Certificate**

The Ministry Certificate is a non-accredited program designed to provide preparation for graduate-level study for students who do not hold a bachelor's degree. Applicants must be at least 25 years of age.

Following submission of the online application, the applicant will be given detailed instructions regarding the following general application requirements:

1. Submission of an online application at [apply.bhcarroll.edu](http://apply.bhcarroll.edu).
2. Submission of supplemental documentation. As part of the online application, the applicant will be given detailed instructions regarding the following supplemental documents:
  - Copy of an earned High School diploma or GED
  - Copy of transcripts of any undergraduate level work
  - Pastoral recommendation
  - Statement of past Christian experience
  - A digital photograph
  - Application fee

#### **IV.1.b. Graduate Certificate**

Carroll's Graduate Certificates provide master level education for people engaged in specific areas of ministry, but not interested in seeking a degree. A Graduate Certificate consists of four (4) courses within a cluster, corresponding to an area of study. The Graduate Certificates are transcriptable, i.e., the courses are taken for academic credit and are recorded on a student transcript to be applied to a degree program at Carroll or transferred to another institution. Please know that no guarantee is made that another institution would apply these courses to one of their degrees. Applicants for the Graduate Certificate should have completed a baccalaureate degree from an accredited college or university with a minimum grade point average of 2.0 (on a 4.0 scale). The following steps are

required to apply:

1. Submission of an online application at [apply.bhcarroll.edu](http://apply.bhcarroll.edu).
2. Submission of supplemental documentation. As part of the online application, the applicant will be given detailed instructions regarding the following supplemental documents:
  - Official transcript(s) from an earned baccalaureate degree. Applicants will also be considered who have a comparable degree from a recognized institution outside the US. The degree must be evaluated by a recognized credentials evaluation service such as World Education Services (WES), P.O. Box 745, Old Chelsea Station, New York NY 10113-0745, phone +1 900-937-3895, [www.wes.org](http://www.wes.org).
  - Pastoral recommendation
  - Statement of past Christian experience
  - A digital photograph
  - Application fee

#### **IV.2. Master's Degrees**

Applicants for the master's degree are required to have completed a baccalaureate degree from an accredited college or university with a minimum grade point average of 2.0 (on a 4.0 scale).

The following steps must be taken to apply:

1. Submission of an online application at [apply.bhcarroll.edu](http://apply.bhcarroll.edu).
2. Submission of supplemental documentation. As part of the online application, the applicant will be given detailed instructions regarding the following supplemental documents:
  - Official transcripts from all earned baccalaureate and master's degrees, if applicable. Applicants will also be considered who have a comparable degree from a recognized institution outside the US. The degree must be evaluated by a recognized credentials evaluation service such as World Education Services (WES), P.O. Box 745, Old Chelsea Station, New York, NY 10113-0745, phone +1 900-937-3895, [www.wes.org](http://www.wes.org)
  - Three letters of recommendation
  - Church endorsement
  - Statements of past Christian experience and call to ministry
  - A digital photograph
  - Application fee

#### **IV.3. Doctoral Degrees**

Applicants for the doctoral degree are required to have completed a baccalaureate degree and a master's degree from an accredited college or university. Doctoral applicants are required to meet the general admission requirements before they are considered for the doctoral program.

The following steps must be taken to apply:

1. Submission of an online application at [apply.bhcarroll.edu](http://apply.bhcarroll.edu).
2. Submission of supplemental documentation. As part of the online application, the applicant will be

given detailed instructions regarding the following supplemental documents:

- Official transcripts from all earned baccalaureate and master's degrees. Applicants will also be considered who have a comparable degree from a recognized institution outside the US. The degree must be evaluated by a recognized credentials evaluation service such as World Education Services (WES), P.O. Box 745, Old Chelsea Station, New York, NY 10113-0745, phone +1 900-937-3895, [www.wes.org](http://www.wes.org).
- Three letters of recommendation. Recommendation forms will be supplied when an online application is submitted. Recommendations should be from a current and/or former professor with whom the applicant studied at the master's level or above. All references should attest to the applicant's potential to engage in doctoral-level study.
- Church endorsement
- Statements of past Christian Experience and call to ministry
- A digital photograph
- Application fee

Upon completion of the general application, the doctoral applicant must meet additional requirements such as GRE or MAT scores, a research/reflective paper, interview, and qualifying exam. Applicants should consult the appropriate handbook (see Academic, Programs of Study, Doctoral Degree).

#### **IV.4. Transient Students**

A transient student is a non-degree seeking student, who currently is enrolled, or has been enrolled within one (1) academic year, in another seminary, divinity school, or university religion program accredited by the Association of Theological Schools or a regional accreditor, such as the Southern Association of Colleges and Schools.

To enroll at B. H. Carroll Theological Seminary a prospective transient student must:

1. Complete an application for admission as a transient student and pay a non-refundable \$25 application fee;
2. Provide a transcript from the institution in which they are currently enrolled (or were most recently enrolled);
3. Pay the per credit tuition rate established by the Board of Governors (\$430 per credit, regardless whether graduate or doctoral level);
4. Pay the standard per-term technology fee (\$115).

Transient students are subject to the late registration fee (\$50) and late payment fee (\$50) policies, where warranted. Students who have been on academic probation or academic suspension from another institution within the last three (3) years are not eligible for admission as transient students.

Enrollment is limited to one (1) course per term for graduate students, and one (1) seminar per semester for doctoral students (DMin or PhD). Transient students at the graduate level may not enroll in more than three (3) graduate courses in a single academic year; doctoral-level students are limited to enrollment in a single course. Students seeking to take further courses must complete the full B. H. Carroll application process, enroll as a B. H. Carroll student and pay all appropriate tuition and fees (or doctoral matriculation and fees).

Non-degree seeking students are not eligible for B. H. Carroll's tuition assistance program.

## **IV.5. Application & Registration**

### **IV.5.a. Application**

To apply to become a student at Carroll Seminary, please visit the website at [www.bhcarroll.edu](http://www.bhcarroll.edu) and complete the Application for Admission. Instructions are given online. The Seminary admits students year-round and accepts applications at any time. At least six weeks prior to enrollment in a Term, you should submit the application and required supplemental documents.

You may contact us in one of the following ways:

B. H. Carroll Theological Seminary  
301 S. Center Street, Suite 412  
Arlington, Texas, 76010

Voice: 972-580-7600

Fax: 972-756-7600

E-mail: [admissions@bhcarroll.edu](mailto:admissions@bhcarroll.edu) Website: [www.bhcarroll.edu](http://www.bhcarroll.edu)

### **IV.5.b. Registration**

Once admitted, students can register for classes by following these instructions: Registration for classes will be possible only after admission has been granted. Registration for a course will begin 30 days before the first day of each term/semester and close at 5 PM (Central Time) the day before the first day of each term/semester. Students may submit an online "Course Add Request" form only through the first seven days of any term/semester. Each "Course Add Request" form will incur a "Late Registration Fee" in the amount of \$50, payable by the end of the second week of the term/semester, coinciding with the final payment deadline listed in the academic catalog. Students will register for courses online. Prior to the beginning of class, all course requirements and textbook lists will be available online. Regular courses of study at Carroll Seminary are conducted in five, eight-week terms (Alpha Term, Emmanuel Term, Paschal Term, Omega Term, and Summer Term). Because of the intense nature of the terms, one would only expect within a single term to complete half the number of courses normally completed in a semester. For example, students who normally take four courses in a semester should divide this load between two terms and take two courses each term.

### **IV.5.c. Inactivity and Readmission for Certificate and Master-level Students**

Certificate and master-level students who have not registered for any courses for one calendar year will be designated as "Inactive" and will have their student access removed, making it impossible for them to register for any further courses at Carroll. Within a one-year period of receiving Inactive status, such students may return to Active Student Status through the READMISSION PROCESS which begins by

submitting the online administrative form “Request for Readmission.” The Director of Admissions will perform a thorough review of the student’s file and may request updated documents on a case-by-case basis before granting readmission to Carroll and giving the student access to register for courses. After a two-year period of inactivity, students must complete a new APPLICATION PROCESS to be readmitted to Carroll. Such students will not lose credit for the classes they previously took at Carroll. Doctoral students, contact the doctoral office for readmission guidelines at the doctoral level.

#### **IV.5.d. Student Fees**

*Student fees are subject to change without notice.*

##### **IV.5.d.1. Ministry and Graduate Certificates**

Application Fee	\$25 (non-refundable) (Application fee must be paid prior to processing submitted documentation)
Tuition Fee	\$430 per credit unit
Technology Fee	\$115 per term
Graduation Fee	\$50
Late Registration Fee	
(per course)	\$50
Late Payment Fee	\$50

##### **IV.5.d.2. Master’s Degrees (MDIV, MACE, MAC, MAR, MAT, MAW)**

Application Fee	\$50 (non-refundable)(Application fee must be paid prior to processing submitted documentation)
Tuition Fee	\$430 per credit unit
Technology Fee	\$115 per term
Graduation Fee	\$50
Late Registration Fee	
(per course)	\$50
Late Payment Fee	\$50

##### **IV.5.d.3. Doctor of Ministry Degree (DMin)**

Application Fee	\$100 (non-refundable; Application fee must be paid prior to processing submitted documentation)
Matriculation	\$2330 per semester
Technology Fee	\$230 per semester
Continuous Enrolment Fee	\$1165 per semester
Graduation Fee	\$200
Late Registration Fee	\$50 (per course)
Late Payment Fee	\$50

#### **IV.5.d.4. Doctor of Philosophy Degree (PhD)**

Application Fee	\$100 (non-refundable) (Application fee must be paid prior to processing submitted documentation)
Matriculation	\$3230 per semester
Technology Fee	\$230 per semester
Language Competency	\$150
Exam Fee	
Continuous Enrolment Fee	\$1165 per semester
Graduation Fee	\$200
Late Registration Fee (per course)	\$50
Late Payment Fee	\$50

#### **IV.5.d.5. Transient Student (transfer credit only)**

Application Fee	\$25 (non-refundable) (Application fee must be paid prior to processing submitted documentation)
Tuition	\$430 per credit unit
Technology Fee	\$115 per term
Late Registration Fee (per course)	\$50
Late Payment Fee	\$50

#### **IV.5.d.6. Auditors**

Tuition Fee	\$50 per course
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#### **IV.5.e. Payment Terms:**

Tuition is due at the time classes begin.

Late fees of \$50 will be assessed on any student accounts that are not paid in full by the start of classes.

All accounts must be paid or arrangements must be in place for payment by two weeks after the start of classes (Master's & Certificate), four weeks after the start of classes (PhD or DMin), or students will lose access to the system and online resources in the Carroll Learning Center.

Your account must be cleared in order to access registration for following terms.

#### IV.5.f. Other Fees

Course Add	No Charge
Course Drop Fee (Drop fee assessed after classes have begun)	\$30
Transcript Evaluation Fee (Transfer of credit)	\$100
Advanced Standing Fee	\$100
Digital Transcript Processing Fee	\$5
Paper Transcript Processing Fee	\$10

#### IV.5.g. Course Withdrawal and Refund Policy

Any master-level or certificate student may withdraw from a course beginning on the first day of the course through the end of the sixth week of the course. Any master-level or certificate student requesting to drop a course after the first week of class must communicate the intent to withdraw with his/her instructor(s) and obtain documentation of the instructor's awareness of the student's plans. The student should then complete the Course Drop form and attach all paperwork to the request form.

For extenuating circumstances, and only upon approval from the instructor, a student may be given the option to request an incomplete grade and allowed extra time to complete the course. *See the Incomplete Policy for details.*

Refunds of tuition due to an official course drop or withdrawal request will be made according to the refund schedule below. The request must be made officially through the Course Drop form to receive a partial or full refund of tuition, or a credit against an amount owed. Technology fees are not refundable. NOTE: Most students keep the refund or credit in place to be applied to the next term. When payments are refunded credit card fees are subtracted.

#### Refund Schedule and Grade Recording

**Week 1:** 100% Refund of tuition only, less a \$30 per course drop fee. Course not listed on transcript.

**Week 2:** 75% Refund of tuition only, less a \$30 per course withdrawal fee. Course grade recorded as Withdrawn, "W" on transcript.

**Week 3:** 50% Refund of tuition only, less a \$30 per course withdrawal fee. Course grade recorded as Withdrawn, "W" on transcript.

**Week 4:** 0% Refund of tuition only, less a \$30 per course withdrawal fee. Course grade recorded as Withdrawn, "W" on transcript.

**Week 5:** 0% Refund of tuition only, less a \$30 per course withdrawal fee. Course grade recorded as Withdraw Pass or Withdraw Fail, according to the current grade in the course, "WP" or "WF" on transcript.

**Week 6:** 0% Refund, \$30 per course withdrawal fee. Course grade recorded as earned by the end of the term.

#### Emergencies

After the sixth week of the term, a student's request to withdraw from a course will only be considered under emergency exceptions (death of an immediate family member, hospitalization, direct impact from a natural disaster, military deployment, and other circumstances deemed emergent by the Registrar's office). The request will be reviewed by the Academic Council individually upon completion of the Course Drop request.

#### **IV.5.h. Scholarship Assistance**

##### **IV.5.h.1. Tuition Subsidy**

Most of the cost of preparing students at Carroll Seminary for ministry is met by individuals, churches and foundations committed to supporting theological education. All matriculated students, regardless of denominational affiliation, benefit from this financial assistance through indirect scholarship in the form of tuition subsidy. The gifts of donors to the general budget and to scholarship funds offset a majority of the educational cost and keep tuition at an affordable level.

##### **IV.5.h.2. Federal Aid**

Carroll Seminary remains committed to the biblical principle of institutional separation of church and state. Therefore, it accepts no direct government funding and does not participate in federal Title IV financial assistance programs.

##### **IV.5.h.3. Snider Scholarship**

The Snider Scholarship is designed to provide financial support to a selected female student recipient who is training for an MA in Counseling degree at B. H. Carroll. Students may apply during their second year in the counseling program. Selection criteria is based on academic and classroom performance, on potential for leadership and ministry effectiveness, and on overall commitment to the counseling field. Preference will be given to students who are in the Licensure Track program of the MA in Counseling degree.

##### **IV.5.h.4. BGCT Ministry Scholarship**

Since ETBU is a Baptist General Convention of Texas (BGCT) affiliated school, the partnership between BH Carroll and ETBU opened the door for BGCT sponsored scholarships to BH Carroll students.

**To qualify for the BGCT Ministry Scholarship, the student must:**

1. Be a member of a Baptist church (1st year) and a Baptist Church affiliated or dually aligned with the BGCT (after the 1st year).
2. Have a call from God for vocational ministry (church ministry staff, chaplains, Christian counselors, campus ministers, or career missionaries).
3. Be enrolled as a Master or Doctoral student at BH Carroll Seminary.

Link to the BGCT scholarship online applications: <http://www.etbu.edu/BGCTscholarship>

### **BGCT Scholarship First year application process:**

**Step 1:** Write out the testimony of your personal call to vocational or bi-vocational church-related ministry and save to a .doc, .docx, or .pdf file to upload.

**Step 2:** Complete the online application (includes uploading testimony) – be sure to select the BHC corresponding degree in the drop-down list on the application.

**Step 3:** Secure an endorsement from your home Baptist church using the BGCT 1st Year Certification Form ([https://www.etbu.edu/sites/default/files/downloads/ETBU\\_First-Year\\_Certification\\_forms%20fillable](https://www.etbu.edu/sites/default/files/downloads/ETBU_First-Year_Certification_forms%20fillable)). See the drop-down list for this form.

**Step 4:** Obtain a letter of recommendation from a pastor of your home Baptist church

**Step 5:** Send your church endorsement form and letter of recommendation to the ETBU Office of Ministry Guidance by email ([ministryguidance@etbu.edu](mailto:ministryguidance@etbu.edu)), or mail (Ministry Guidance Office, One Tiger Drive, Marshall TX 75670).

Scholarship renewal requires a 2.50 cumulative GPA and yearly re-certification.

For additional information, questions or concerns, please contact Lisa Seely, Ph.D., Director, Great Commission Program, Global Education, and Ministry Guidance. [lseely@etbu.edu](mailto:lseely@etbu.edu)

## **IV.6. Graduation**

Carroll Seminary confers degrees five times each academic year when course requirements are completed for each term — Alpha, Emmanuel, Paschal, Omega, and Summer. The commencement exercise, however, is held only once each year and coincides with the annual convocation at the end of the Omega term. When a degree has been conferred in a term other than Omega and the convocation exercise, said conferral will be publicly announced at the next convocation, and the recipient may participate in that ceremony.

All coursework must be completed by the end of the term when the student expects to graduate. The ending dates for each term are published in the online Academic Calendar. Therefore, the student who anticipates graduation should contact the Registrar with sufficient advance notice to receive instructions and complete capstone requirements, which for master's degrees normally takes two terms and possibly three, if it is a thesis. If you are completing coursework for any degree, you must apply for graduation and pay the graduation fees, even if you are not attending the convocation ceremony. Both the application and the fees are required in order to receive your degree and have it entered on your transcript. At the student's request, a conferred diploma will be mailed, or retained and presented at the next available convocation ceremony in which the student intends to participate.

An Application for Graduation can be found at: [student.bhcarroll.edu/form/graduation-application](http://student.bhcarroll.edu/form/graduation-application)

#### **IV.6.a. Convocation Dates**

**2022-2023 Academic Year May 26, 2023**

**2023-2024 Academic Year May 24, 2024**

**2024-2025 Academic Year May 23, 2025**

**2025-2026 Academic Year May 22, 2026**

**2026-2027 Academic Year May 21, 2027**

**2027-2028 Academic Year May 26, 2028**

NOTE: Students graduating in the Summer Term are eligible to participate in the May Convocation Ceremony the following year.

### **V. Programs of Study**

#### **V.1. Learning Clusters**

The curriculum design for the Seminary is built around the organizing principle of four Learning Clusters. These clusters are natural convergences of the functional roles in ministry. Each cluster develops a set of skills and synthesizes learning for ministers to use in planning and exercising the responsibilities related to the calling and mission of the church. The four clusters collectively form a continuum of practical learning built upon the academic subjects, which are arranged as follows:

##### **V.1.a. Scripture and Witness (SW)**

Biblical Languages - SWBLA

Biblical Literature – SWBLI

Biblical Interpretation - SWBIT

Biblical Preaching - SWBPR

Reliance upon the Scripture as the Word of God and the indispensable role of biblical truth for faith and ministry; communication of the message of the Bible centered in the proclaimed gospel, addressed in relevant terms to contemporary culture, and reflected in the tasks of preaching, teaching, and witness that lead to such competencies as:

- To engage reading strategies in the use of Scripture that enhance personal growth, critical awareness, and lifelong learning
- To appropriate the historic witness of the Scripture in its ancient setting by adequate study of the literature, history, and culture of the Bible
- To access the Hebrew and Greek texts of the Scripture using linguistic skills to prepare biblical sermons and to teach biblical content
- To expound the meaning of biblical texts using proper methods and principles of exegesis informed by historic Christian practice and responsive to current needs
- To interpret diverse portions of the biblical canon in terms of the whole of Scripture, seeking unity between the two testaments, so that the Bible may function properly in theological reflection and worship by the church
- To construct and deliver sermons that are biblical and homiletically sound, setting a program of self-

critique for improvement and interchange with those who hear

- To communicate biblical truth through preaching, teaching, writing, and personal witness, or through music, worship, and other appropriate modes

### **V.1.b. Faith and Heritage (FH)**

Theology - FHBTH

Church History - FHCHS

Ethics - FHETH

Philosophy – FHPHI

The historic formulations and confessions of the Christian faith; the impact of philosophical and ethical traditions and Christian truth on the history of Christianity; and the distinctive role of Baptists in shaping faith and practice that lead to such competencies as:

- To develop a working knowledge of the major historical periods, movements, persons, and issues, as well as the political, social, and religious, influences in the development of Christianity and Baptist history that provide a basis for the beliefs and practices of the church in relation to the world
- To deal critically with historical evidence, sequence, generalization, and analogy with regard to the history of Christianity and Baptists, and to communicate insight from historical explanation in relating the past to the present
- To communicate the confessional development of Christianity and Baptist heritage in the context of theology, philosophy, history, and in conversation with the current human experience
- To model a working theology in one's ministry that reflects an awareness of Christian doctrine in light of its biblical, confessional, philosophical, and historical development. To lead the whole church toward a working theology that gives attention to content, methodology, and process by which Christian theology continues to be formulated and developed within the life of the congregation
- To demonstrate how understanding of Scripture, history, philosophy, and theological foundations of Christian ethics informs the construction of one's own beliefs and convictions, and how it expresses itself in action
- To develop within the church an awareness of how understanding of Scripture, theology, philosophy, history, and principles of Christian ethics lead to development of values, moral perspectives, ethical behavior, and sound decision making
- To develop a personal worldview relevant to Christian ministry taking into consideration other contemporary worldviews, philosophical issues, major religions, religious sects, culture, and science
- To lead a congregation to develop an adequate defense of the Christian faith against arguments from non-Christian belief systems

### **V.1.c. Ministry and Formation (MF)**

Pastoral Ministry – MFPMN

Leadership - MFLDS

Foundations of Education – MFFND

Administration – MFADM

Psychology & Counseling - MFPSY

Essential ministries of character and leadership that nurture faith in Christ, build and develop churches, meet human needs at every level, and transform situations to God's purposes; principles, methods, and resources that equip teachers and leaders for the development of educational programs in congregations and denominations that lead to such competencies as:

- To train and develop church leaders in the proper interpretation of the Bible and application of its truth within the life and ministry of the church
- To model effective leadership skills and appropriate relationships with the staff, church members and other members of the community, and to develop these skills in other church leaders by helping them to be motivated, communicate effectively, resolve conflicts, and develop ongoing leadership improvement plans
- To demonstrate pastoral care that is both skilled and relational and serves the ministry needs of church members and other members of the community in administering and conducting the ordinances, hospital visits, various counseling opportunities, weddings, and funerals
- To function as curriculum coordinator of the church, assisting in the adoption of a philosophy of teaching and training that reflects an understanding of the functions of the church integrated with a curriculum plan that identifies ministry needs, and effects specific strategies for reaching learning goals
- To lead the church to adopt a working model for calling out, training, equipping, and developing church leaders in the areas of teaching skills and age-appropriate methods for the church's educational programs
- To reflect and develop a biblical view of Christian stewardship within the church and to give leadership to budgeting and responsible operation and control of finances

#### **V.1.d. Worship and Mission (WM)**

Worship - WMWOR

Evangelism - WMEVA

Missions - WMMIS

Church Music - WMCMU

Practice and forms of public and private worship, music in the Christian experience, the church's mission in a global context, and the formative disciplines of Christian character and devotion that lead to such competencies as:

- To plan and lead worship services that are built on biblical principles and patterns, that are shaped by essential Christian doctrines, and that exhibit sound principles of design and function
- To teach others the biblical, theological, historical, and cultural dimensions of worship and the implications of these for planning, leading, and experiencing worship
- To lead the church to understand the various elements of worship and appreciate diverse styles and

expressions of worship

- To model awe and love for God and educate the congregation in personal, family, and corporate worship
- To model openness to the broad spectrum of worship experiences in history and in various cultural contexts, and lead a congregation to explore ways these may be used in planning and leading worship
- To teach the biblical and theological foundations for evangelism and missions and the various ways the church has grown and spread
- To communicate biblical truth through personal witness, preaching, teaching, music, and other appropriate means
- To lead the congregation to have a passion for sharing the Gospel of Christ
- To lead the congregation to have respect for persons of diverse cultures and backgrounds, and demonstrate sacrificial love for people

## **VI. Courses of Study**

### **VI.1. Certificates**

#### **VI.1.a. Ministry Certificate**

The Ministry Certificate is a 16-unit program of study which initiates the process of theological education for those without an undergraduate degree, but who are leading churches and community ministries. In the program, students are exposed to a Gateway Course (2 units) followed by seven courses (14 units) from the B. H. Carroll core. Students are enrolled in master's-level courses with no differentiation in the work required. Students who maintain a 3.0 GPA (B average) may be evaluated, upon completion of the 8 credits of coursework, for potential admission into a master's program. A letter of recommendation from a faculty member is also required. Though this program is unaccredited, master's-level courses successfully completed are transcribed and may apply toward a degree upon admission to a master's program.

**Program Details:** [www.bhcarroll.edu/academics/ministry-certificate/](http://www.bhcarroll.edu/academics/ministry-certificate/)

#### **VI.1.b. Graduate Certificates**

Carroll's Graduate Certificates provide master level education for people engaged in specific areas of ministry, but not interested in seeking a degree. The Graduate Certificates are transcriptable, i.e., the courses are taken for academic credit and are recorded on a student transcript to be applied to a degree program at Carroll or transferred to another institution. Please know that no guarantee is made that another institution would apply these courses to one of their degrees.

At B. H. Carroll, courses are grouped into learning clusters. These clusters are natural convergences of the functional roles in ministry. The four clusters are as follows:

- **Scripture and Witness (SW)** – This cluster includes courses in Biblical studies, New Testament, Old Testament, Biblical Languages, Preaching, and Interpretation.
- **Ministry and Formation (MF)** – This cluster includes courses in Education, Leadership, Church Administration, and Pastoral Ministry.
- **Worship and Mission (WM)** – This cluster includes courses in Worship, Missions, and Evangelism
- **Faith and Heritage (FH)** – This cluster includes courses in Christian Heritage (Christian History), Theology, Philosophy, Ethics, and Apologetics.

A Graduate Certificate consists of four (4) courses within a cluster, corresponding to an area of study.

**Program Details:** [www.bhcarroll.edu/academics/graduate-certificates/](http://www.bhcarroll.edu/academics/graduate-certificates/)

## VI.2. Master's Degrees

### VI.2.a. Master of Divinity (MDiv)

The Master of Divinity degree is designed to train pastors with the biblical, theological, and practical knowledge needed to equip those who are in the church in order to build up the church. The MDiv degree may also prepare a student to pursue admission to the Doctor of Ministry and Doctor of Philosophy degree programs.

#### **Biblical Languages Track**

This track includes three courses in New Testament Greek and three courses in Old Testament Hebrew (12 total credit hours) designed for students interested in enhancing their capacity for study and interpretation of the biblical texts by acquiring the language knowledge to learn to read the New and Old Testaments in their original languages.

**Units:** 72

#### **Non-Biblical Languages Track**

This track includes 2 courses in Basic Skills in New Testament Greek and Old Testament Hebrew (4 total credit hours), designed for students interested in enhancing their capacity for study and interpretation of the biblical texts by learning basic grammatical forms and functions of Biblical New Testament Greek and Old Testament Hebrew, and the use of helpful lexical and exegetical tools for translating biblical texts.

**Units:** 72

**Program Details:** [www.bhcarroll.edu/academics/masters-programs/master-of-divinity/](http://www.bhcarroll.edu/academics/masters-programs/master-of-divinity/)

### VI.2.b. Master of Divinity in Chaplain Ministry (MDiv Ch)

The Master of Divinity in Chaplain Ministry degree prepares persons for ordained ministry and

for general pastoral and religious leadership responsibilities in institutional, congregational, and public settings. It is designed to prepare persons for ministry in pluralistic environments such as: institutions associated with the military, health care, correctional facilities, and corporate or industrial settings; disaster scenes and other catastrophic events requiring crisis intervention and spiritual leadership; locations identified with transitory populations such as airports, seaports, recreational venues, and national parks; and special interest groups such as civic clubs, sports teams, truckers and bikers.

### **Biblical Languages Track**

This track includes 3 courses in New Testament Greek and 3 courses in Old Testament Hebrew (12 total credit hours) designed for students interested in enhancing their capacity for study and interpretation of the biblical texts by acquiring the language knowledge to learn to read the New and Old Testaments in their original languages.

**Units:** 76

### **Non-Biblical Languages Track**

This track includes 2 courses in Basic Skills in New Testament Greek and Old Testament Hebrew (4 total credit hours), designed for students interested in enhancing their capacity for study and interpretation of the biblical texts by learning basic grammatical forms and functions of Biblical New Testament Greek and Old Testament Hebrew, and the use of helpful lexical and exegetical tools for translating biblical texts.

**Units:** 74

**Program Details:** [www.bhcarroll.edu/academics/masters-programs/master-of-divinity-in-chaplain-ministry/](http://www.bhcarroll.edu/academics/masters-programs/master-of-divinity-in-chaplain-ministry/)

## **VI.2.c. Master of Arts in Counseling (MAC)**

The Master of Arts in Counseling degree facilitates students to develop knowledge, attitudes, and skills needed to provide counseling services in churches, counseling centers, and in a wide array of community agencies. The MA in Counseling-Licensure Track allows graduates to pursue state counseling licensure in Texas. The MA in Counseling-Ministry Track prepares graduates to do counseling in churches or in other areas of ministry where licensure is not required.

### **Licensure Track**

Designed for those desiring LPC licensure in Texas. This 76-hour track assists students in obtaining all the academic and practicum requirements for LPC licensure in Texas and meets the academic and hour requirements implemented by the state on August 1, 2017.

**Units:** 76

### **Ministry Track**

Designed for those who want a counseling degree, but desire to use it in ministry settings where licensure is not required. This 58-hour track provides a substantive counseling degree, but does

not require some of the technical, upper-level courses that are necessary for licensure.

**Units:** 58

**Program Details:** [www.bhcarroll.edu/academics/masters-programs/master-of-arts-in-counseling/](http://www.bhcarroll.edu/academics/masters-programs/master-of-arts-in-counseling/)

#### **VI.2.d. Master of Arts in Christian Education (MACE)**

The Master of Arts in Christian Education degree prepares persons for competent leadership in various forms of educational ministry in congregations and other religious institutions.

**Units:** 60

**Program Details:** [www.bhcarroll.edu/academics/masters-programs/master-of-arts-in-christian-education/](http://www.bhcarroll.edu/academics/masters-programs/master-of-arts-in-christian-education/)

#### **VI.2.e. Master of Arts in Worship (MAW)**

The Master of Arts in Worship degree prepares persons for competent leadership in worship ministry in congregations and other settings.

**Units:** 48

**Program Details:** [www.bhcarroll.edu/academics/masters-programs/master-of-arts-in-worship/](http://www.bhcarroll.edu/academics/masters-programs/master-of-arts-in-worship/)

#### **VI.2.f. Master of Arts (Religion)**

The Master of Arts (Religion) degree is a non-biblical language program of study to provide a basic understanding of theological disciplines for general theological education purposes. Through a core of theological studies, it prepares persons for both ordained and non-ordained ministry and for general pastoral and religious leadership responsibilities in congregations and other settings. The degree in itself does not qualify one for further advanced study.

**Units:** 48

**Program Details:** [www.bhcarroll.edu/academics/masters-programs/master-of-arts-religion/](http://www.bhcarroll.edu/academics/masters-programs/master-of-arts-religion/)

#### **VI.2.g. Master of Arts in Christian Ministry (MACM)**

The Master of Arts in Christian Ministry degree is a non-biblical language program of study to provide a basic understanding of theological disciplines for general ministry application purposes. Through a core of courses, it prepares ordained and non-ordained ministers and lay leaders academically and professionally for competent Christian ministry leadership and responsibilities in congregations and other settings. The degree in itself does not qualify one for further advanced study.

**Units:** 36

**Program Details:** [www.bhcarroll.edu/academics/masters-programs/masteor-of-arts-in-christian-ministry/](http://www.bhcarroll.edu/academics/masters-programs/masteor-of-arts-in-christian-ministry/)

### **VI.2.h. Master of Arts (Theology)**

The Master of Arts (Theology) degree provides a fuller mastery of one area or discipline of theological study than is normally provided at the MDiv level. The program may serve a variety of aims: further graduate study, preparation for the doctoral level, preparation for some forms of teaching, the scholarly enhancement of ministerial practice, or disciplined reflection on a specialized function in ministry. This degree is built upon a baccalaureate degree in religion or theology. Click on the following attachment to see prerequisites for each of the cluster majors and a course completion guide.

**Units:** 34

**Program Details:** [www.bhcarroll.edu/academics/masters-programs/master-of-arts-theology/](http://www.bhcarroll.edu/academics/masters-programs/master-of-arts-theology/)

### **VI.2.i. Advanced Track Degree Options**

Carroll Seminary offers Advanced Standing options for the Master of Divinity, the Master of Arts in Christian Education, the Master of Arts in Worship and Master of Arts in Counseling. These programs are available to qualified students who have significant preparation in biblical, theological, or applied Christian studies at the bachelor's level.

The student may add up to 24 credit units to the Master of Divinity Advanced Track.

The student may add up to 20 credit units to the Master of Arts in Christian Education Advanced Track. The student may add up to 16 credit units to the Master of Arts in Worship Advanced Track.

The student may add up to 14 credit units to the Master of Arts in Counseling Advanced Licensure or Ministry Tracks.

Students interested in pursuing an Advanced Standing degree option must submit the online form, as well as payment of the \$100 non-refundable fee associated with this process. A minimum grade of B (3.0) or better in their undergraduate courses presented is required to satisfy requirements for Advanced Standing. Upon approval, the Director of Master's Degree Programs will send the student and the Registrar a customized degree plan.

## **VI.3. Doctoral Degrees**

### **VI.3.a. Doctor of Ministry (DMin)**

The Doctor of Ministry (DMin) degree is a professional program intended for persons who are in full-time vocational Christian ministry, such as pastors, associate pastors, Christian educators, ministers of worship, missionaries, workers in denominational or parachurch organizations, evangelists, etc., both domestic and international. The DMin degree is designed to enhance professional competence in ministry and therefore will require both research and praxis. The DMin degree is an in-ministry, non-residential program enabling students to complete a course of study in higher education while remaining in full-time ministry.

**Units:** 30

**Program Details:** [www.bhcarroll.edu/academics/doctorsal-programs/doctor-of-ministry/](http://www.bhcarroll.edu/academics/doctorsal-programs/doctor-of-ministry/)

### **VI.3.b. Doctor of Philosophy (PhD)**

The PhD program is designed to equip persons for vocations of research and teaching in theological schools, colleges, universities, and teaching churches, or for scholarly enhancement of ministerial practice. It also enables students to develop a sense of and a commitment to the vocation of theological scholarship in teaching, learning, and research. Admission to this program is extended only to persons who have demonstrated the intellectual ability, preparation, and motivation for a scholarly vocation. Successful completion of this course of study requires the student to demonstrate: a comprehensive knowledge of a selected discipline of religious study; the capacity for critical thinking and evaluation; competence to engage in original research and writing that advances theological understanding for the sake of church, academy, and society; and a breadth of knowledge in associated theological and religious studies and in other related academic disciplines.

**Units:** 42

**Program Details:** [www.bhcarroll.edu/academics/doctorsal-programs/doctor-of-philosophy/](http://www.bhcarroll.edu/academics/doctorsal-programs/doctor-of-philosophy/)

## **VII. Academic Advising**

As a student at Carroll Seminary an advisor will be assigned to you at the moment of admission. You are encouraged to consult with your academic advisor for the duration of your program of study. Your advisor will assist you in designing the most advantageous program of study in order to meet your ministry goals. Before registration each term, you are encouraged to consult with your advisor for the selection of courses that might be in question. For questions about advisement contact the Director of the Master's Degree Programs at Carroll Seminary.

## **VIII. New Student Orientation**

New Master's degree students at Carroll Seminary receive a general orientation to the academic, spiritual, and practical aspects of relationship within the Seminary. This orientation will take place in the first term and is designated in the course offerings as:

Course Title	Course Number
Gateway	BHCTI5000

## **IX. Spiritual Formation**

Because Carroll Seminary is a community of faith and learning dedicated to providing leadership for Christian ministry by equipping men and women called to serve Christ in the diverse and global ministries of His church, preparing and mobilizing disciples for more effective ministry through His church, and assisting leaders in identifying and addressing issues that affect the life and health of the church, every effort of the academic and praxis process will be devoted to the development of spiritual formation of students. It is the very nature of Carroll that all academic processes take place in the context of local churches under the mentoring of seasoned professional ministers and mature church leaders. Theological education within the Carroll Seminary structure is “theological education within the context of the local church.”

Students are also encouraged to participate in spiritual formation development provided during week- long Colloquies twice each year. This involvement is encouraged not only during the period of time students are participating in formal classes, but for the life-long learning of every student.

Special emphasis and concentrated evaluation will be given to spiritual formation in the wrap-up course BHCTI5211 Capstone taken by students completing MDiv, MACE, and MAW degree programs at Carroll Seminary.

## **X. Student Advisory Council**

Carroll Seminary developed the Student Advisory Council in 2013. The purpose of the Student Advisory Council is to give students a voice with the administration as well as to help keep the school community aware of specific issues in the lives of Carroll students. The council is made up of representatives from each of Carroll’s educational programs, and the group meets at least twice annually to discuss issues related to the student body so that all students might have the best experience possible during their studies at Carroll Seminary. Key issues discussed during council meetings are brought before the Academic Council and other appropriate personnel for review and follow-up action.

Students who have an issue they would like the council to discuss may contact the council via email at [studentcouncil@bhcarroll.edu](mailto:studentcouncil@bhcarroll.edu).

The council is designed to address issues related to the student body, and is the appropriate channel for addressing some concerns faced by Carroll students. However, some specific matters may fall outside the scope of the council’s work. Carroll students who have a specific complaint or grievance are urged to review the Grievance Policy outlined in the following section to help them determine the appropriate way to bring a matter to the attention of Carroll Seminary’s administration. Carroll Seminary’s faculty and staff stand ready to walk alongside students throughout their courses of study and desire to honor Christ in how student difficulties are addressed when problems arise.

## **XI. Policies**

### **XI.1. Standards of Conduct**

As a community of Christian leaders, Carroll Seminary seeks to maintain high standards of integrity in all areas of life, including academic work, ministry, and community relationships. Given these objectives, students are expected to maintain appropriate personal standards and use wise judgment in matters pertaining to personal conduct. Any set of community conduct standards may contain elements with which some of its members disagree.

Nevertheless, out of a desire to encourage an environment appropriate to its purposes, respect for its heritage, and concern for the values of its constituency, B. H. Carroll Theological Seminary has established the following behavioral guidelines for all students.

Practices that are not in keeping with Scriptural teachings and wholesome Christian lifestyle, such as dishonesty, theft, sexual misconduct and harassment, abuse of one's body such as possession or use of harmful substances, intoxicants, and illegal drugs, use of pornography, profanity, racism, and infringement on the rights of others are considered serious violations of the standards of conduct and will not be condoned. Academic dishonesty, including cheating, plagiarism, and misappropriation of library materials, is regarded as a serious violation of standards of conduct.

Christians are expected to show respect for governmental authority. Students are therefore expected to uphold the laws of the local community, the state, and the nation. Students are expected to refrain from all practices that are questionable and encourage exposure to demeaning social relationships. Carroll Seminary values a community environment that is free from all forms of discrimination and harassment. Therefore, discrimination and harassment of any type will not be tolerated by the institution. Those found in violation will be subject to disciplinary action.

In order to facilitate orderly community life, students are expected to abide by other procedural rules and regulations as announced.

### **XI.2. Academic Year and Credit Units**

The academic year at Carroll Seminary runs from early August to the end of July. The year is divided into five, 8-week terms for master-level students and into two, 16-week semesters for doctoral students. See the following chart for term names and approximate dates.

Master-Level Courses (8 weeks) *Alpha Term (Aug-Sept) Emmanuel Term (Oct-Nov) Paschal Term (Jan-Mar) Omega Term (Apr-May) Summer Term (Jun-Jul)*

Doctoral-Level Courses (16 weeks) *Fall Semester (Aug-Nov) Spring Semester (Jan-May)*

## **XI.2.a. Credit Unit Rationale at Carroll Seminary**

The standard Semester Credit Hour in most colleges and universities is one-tenth of the Carnegie Unit (Student Hour) used by secondary schools. The Carnegie Unit is variously computed to be 120-125 contact hours per year: either one hour per day, five days a week, for twenty-four weeks (120 contact hours total)—or 50 minutes per day, five days per week, for thirty weeks (15 contact hours total). So, one Semester Credit Hour in most institutions of higher learning is 12-12.5 contact hours during a fifteen week period. The Carroll Credit Unit exceeds this standard: one Credit Unit equals 12.67 contact hours in an eight-week term. One Credit Unit includes three components: one eighty-minute session of class instruction per week (640 minutes per term), an average of one exam during the eight-week term (60 minutes), and half of the final exam (the entire final exam covers two Credit Units of work) following the eight-week term (60 minutes). Therefore, the total work for one Credit Unit (760 minutes) is 12.67 contact hours.

Carroll believes that the allotted class time for courses taught in 8-week terms (8 teaching weeks; one 160 minute/week for a total of 1280 minutes) meets the standard. Professors are encouraged to administer all exams and other forms of evaluation outside of the teaching time allotted to the class. This saves 50 to 150 minutes of teaching time per term. Teaching eight intensive periods instead of 15 sessions makes for a more efficient use of teaching/learning time. Course logistics and mechanics are diminished.

## **XI.3. Course Policies**

### **XI.3.a. Course Load**

The normal load is eight to ten courses per year. Students are considered full time if enrolled in two or more courses per term. It is recommended that a student not take more than three courses per term. Students are encouraged to consider the challenging demands of professional level theological education at Carroll Seminary, along with demands of work and ministry opportunities, when establishing an appropriate course load in any term. Students are encouraged to discuss their schedules with their advisors.

### **XI.3.b. Time Limits for Degree Completion**

#### **XI.3.b.1. Master's Degree Programs**

Accreditation agencies do not establish limits for degree completion. Still, it is recommended that all academic credit completed at Carroll Seminary and applied toward requirements for a master's degree should be earned within ten years of the awarding of the degree.

### **XI.3.b.2. Doctor of Ministry Degree Program**

The DMin degree program's design is a three-year, full-time program of study. A student must complete all program requirements within a six-year time frame. (For further information, see the Sequence of Studies section of the DMin Handbook.)

### **XI.3.b.3. Doctor of Philosophy Degree Program**

The PhD degree program's design is a four-year, full-time, non-residential model. The maximum allowable time for a student's completion of the degree is seven years. (For further information, see the Program Length section of the PhD Handbook.)

### **XI.3.c. Grading System**

Grades at Carroll Seminary indicate performance with respect to the quality of work at the professional level. Evaluation of course grades is the responsibility of the Fellow as described in each course syllabus. Carroll Seminary uses the following description of grades and grading scale:

- A student has evidenced exceptional knowledge and skill
- B student has evidenced above average knowledge and skill
- C student has evidenced acceptable knowledge and skill
- D student has evidenced minimal knowledge and skill
- F student has failed to acquire the necessary knowledge and skill
- I Incomplete
- WD Withdraw/Drop
- WP Withdraw Passing
- WF Withdraw Failing
- CR Credit
- NC No Credit
- P Pass

Quality points and the Grade Point Average are determined on the following basis:

<b>Grades</b>	<b>Quality Points</b>	<b>Grades</b>	<b>Quality Points</b>	<b>Grades</b>	<b>Quality Points</b>
A+	4.33	B-	2.66	D	1.00
A	4.00	C+	2.33	D-	0.66
A-	3.66	C	2.00	F	0.00
B+	3.33	C-	1.66	I	NA
B	3.00	D+	1.33	W	NA
				P	NA

### **XI.3.d. Course Drop and Withdrawal Policy**

Any master-level student needing to drop *before or during* the first week of class should submit the Course Drop and Withdrawal form through Carroll's web page- <https://student.bhcarroll.edu/form/course-drop>.

Any master-level student needing to drop after the first week of class should communicate the intent to withdraw with his or her instructor(s) and obtain documentation of the instructor's awareness of the student's plans. The student should then complete the Course Drop form and attach all paperwork to the request form.

For extenuating circumstances, and only upon approval from the instructor, a student may be given the option to request an incomplete grade and allowed extra time to complete the course. See the *Incomplete Policy* for details.

Refunds of tuition due to an official course drop or withdrawal will be made according to the refund schedule below. The request must be officially made through the Course Drop form to receive a partial or full refund of tuition, or a credit against an amount owed. Technology fees are not refundable.

#### **Refund Schedule and Grade Recording**

- Week 1: 100% Refund of tuition only, less a \$30 per course drop fee. Course not listed on transcript.
- Week 2: 75% Refund of tuition only, less a \$30 per course withdrawal fee. Course recorded as Withdrawal, "W" on transcript.
- Week 3: 50% Refund of tuition only, less a \$30 per course withdrawal fee. Course recorded as Withdrawal, "W" on transcript.
- Week 4: 0% Refund, \$30 per course withdrawal fee. Course recorded as Withdrawal, "W" on transcript.
- Week 5: 0% Refund, \$30 per course withdrawal fee. Course grade recorded as Withdraw Pass or Withdraw Fail, according to the current grade in the course, "WP" or "WF" on transcript.
- Week 6 or later: 0% Refund, \$30 per course withdrawal fee. Course grade recorded as earned by the end of the term.

### **XI.3.e. Incomplete Policy**

A grade of "I" indicates that the work required for the course was not completed. It is given only when special extenuating circumstances beyond the student's control (such as illness, death of a family member, etc.) prevent the student from completing the work or taking an exam. A request for an extension must be submitted to the Fellow teaching the course prior to the due date of the work concerned. To obtain an acceptable grade in the course, the student must complete all requirements

specified by the Fellow, and will have up to an additional four weeks beyond the end of the term to complete the course. An “I” grade must be removed within the extension time granted; otherwise it will be changed to an “F.” Under very unusual circumstances, a Teaching Fellow may extend an “I” for a maximum of 60 days. After that, any grade changes must be handled as a petition to the Master’s Program Council.

### **XI.3.f. Online Participation Policy**

Weekly student participation and response in online courses is a necessary component of the learning process. In this form of internet-based learning, weekly course participation is equivalent to class attendance. Online participation may include any of the following: e-mail to professors or other class members, responses to a discussion forum posting, an assignment being submitted, or an exam or quiz being completed. If no student response occurs during a week of the term, the student is considered absent. Class participation is a necessary factor in the learning process. Therefore, absences must be kept to a minimum. Students are held responsible for all academic work scheduled during any time of absence.

Not only are students expected to attend all classes, but they are also responsible for all material presented or assigned for courses. Each professor has the prerogative to outline class attendance and participation policies for his or her class in the course syllabus. However, absence from more than two sessions scheduled for a course is regarded as excessive, and a grade of “F” may be assigned as deemed appropriate by the professor.

Any student whose absence was acceptable by the professor, will be given an opportunity to make up, in a manner acceptable to the professor, any deficiencies which may have resulted from the absence. The professor has the prerogative of determining whether or not a student may rectify deficiencies occasioned by absences for other reasons. It is the student’s responsibility to inform the professor of the reason for an absence and to do so in a timely manner. In certain exceptional cases, such as extended illness or family crisis, in which it is impossible for students to complete a term’s work, they may present a request to the Master’s Program Council for permission to withdraw from all courses in the term without penalty.

### **XI.3.g. Repeating a Course**

A student may repeat a course for which the student has received the grade of “D” or “F.” The course may only be retaken once with the grade received in the second attempt used for purposes of calculating the GPA. The first grade will remain on the student’s transcript. Courses for which the grade received is above a “D” cannot be repeated for credit.

### **XI.3.h. Directed Study**

In special cases when a student needs a course listed in the catalogue but not currently available, the student may request to take the course by means of an independent, directed study (tutorial). All

directed study courses must be approved by Director of the Cluster within which the course is included. Also, a professor teaching a course with one (1) enrolled student in it can treat the course as a directed study.

Faculty teaching directed studies or courses with 1 enrolled student will receive the stipend specified in the Stipend Scale approved for the corresponding academic year.

### **XI.3.i. Grade Reports**

Grade reports are posted online under the protection of the student's security code within two weeks of the completed term.

### **XI.3.j. Grade Appeals Process**

A student who believes that the grading policy for a class has been unfairly administered, resulting in a course grade lower than expected, has the right to appeal the professor's decision on the grade. The following process is for appealing a course grade only, not for grades on individual projects or tests.

For an appeal to be considered valid, each of the following steps must be taken in the order listed:

- The student will discuss the matter with the professor. If at all possible, the matter should be reconciled at this point. The student should also complete the Request for Grade Change form (available online) and submit it to the Registrar's Office. The Registrar will review the form and obtain a documented recommendation from the professor regarding the grade change request.
- If dissatisfied with the outcome, the student will voice the concern to the Cluster Director in a conference scheduled by the student. The Cluster Director will discuss the matter with the professor. Another attempt will be made to reconcile the matter.
- If the issue is not resolved to the student's satisfaction, the student will submit a formal, written appeal to the Academic Council. The following elements must be included in the appeal:
  1. A cover letter requesting reconsideration of the grade,
  2. A straightforward narrative (1-3 pages) detailing the circumstances surrounding the contested grade, with special emphasis on the reasons why the student believes the grade is unwarranted,
  3. All graded projects in the class – tests, essays, projects, etc. – that are in the student's possession, and
  4. The student's personal record of attendance in the class.
- The Cluster Director will forward a recommendation on the matter to the Academic Council upon notification that the student has filed a grievance.
- In writing, the Academic Council will formally apprise the Fellow of the student's grievance and give a summary of the points of concern.
- The professor will submit a written response to the Academic Council, which will include the

- projects in the professor's possession, grades on all work done in the course, and a copy of the class syllabus with the contested policy highlighted.
- The Academic Council will meet with each party separately and may schedule a joint appointment with the two parties in order to attempt a solution.
  - The Academic Council is the last line of appeal and decisions made by the Council are final to the appeal process.

### **XI.3.k. Transfer Credit**

A student may transfer eligible graduate course work into Carroll Seminary. Work accepted for transfer credit must be completed with a grade of "C" or better in an approved institution, be recorded on an official transcript which must be on file with Carroll Seminary, and be applicable to a Carroll Seminary Program of Study. However, the maximum amount of transfer credits accepted may not exceed two-thirds of the program's total credits. (ATS 3.12) Students must complete the Request for Transcript Evaluation form located on Carroll Seminary web site.

### **XI.3.l. Statute of Limitations on Changes in an Academic Record**

The statute of limitations for any change in an academic record is one year from the date of the closing term in question. Included are such matters as grade changes and incompletes.

**NOTE:** No student may graduate with an "I" on the transcript. Any grade changes must be reported to the Registrar at least two weeks prior to the end of the term before graduation. It is the responsibility of a candidate for graduation to complete any course in which an Incomplete was given in sufficient time for the faculty member to grade the student's work.

### **XI.3.m. Transcript Request**

Students may obtain an official academic record by submitting a Request for Transcript form, available on the Carroll Seminary web site.

### **XI.3.n. Student Records and Right of Privacy**

The policy of Carroll Seminary regarding accessibility to and confidentiality of student records complies with the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment).

Carroll Seminary will not permit access to or release educational records or personally identifiable information, other than the Seminary's directory information, without the written consent of the student. Directory information is information which is customarily made public without the written consent of the student. Students who prefer not to have their directory information disclosed without consent should inform the Registrar at registrar@bhcarroll.edu

## **XI.4. Grievance Policy**

The purpose of the grievance policy is to provide the procedure for students to lodge a complaint regarding issues at Carroll Seminary. The desire is for students to know they have a voice at the institutional level. As a theological Seminary, the ultimate purpose is to honor Christ in how Christians deal with their differences and disappointments. The general guidelines will follow the biblical mandates given in Matthew 18 as to how to process concerns personally and corporately.

### **XI.4.a. Context**

There are two primary contexts in Carroll Seminary within which complaints are lodged. One is the area of academic and/or administrative concerns. In this context, policies and procedures that deal with academic concerns and financial issues will be consulted.

The second context has more to do with things that involve the community as a whole. This context would include attitudes and actions that affect individuals or groups within the Carroll Seminary community. Code of conduct issues are addressed in the catalog and this Student Handbook and are used in responding to grievances expressed within the second context.

### **XI.4.b. Guidelines**

There are three basic steps to bringing a grievance to Carroll Seminary:

In the academic realm:

1. Go to the professor to express the concern.
2. If a second party is necessary the Cluster Director is available to assist.
3. A formal grievance is to be put in writing and submitted to the Academic Council and a copy sent to the President of Carroll Seminary. A Grievance Submission form can be submitted on the Carroll website.

The same process is to be followed in the non-academic realm:

1. Go to the person or parties and express the concern.
2. The Cluster Director is available to assist.
3. A formal grievance can be put in writing and presented to the Academic Council and a copy sent to the President of Carroll Seminary. A Grievance Submission form can be submitted on the Carroll website.

### **XI.4.c. Conclusion**

The Academic Council is to be seen as the umbrella for addressing all complaints. Information regarding the process of filing a grievance and an informal context to discuss the issue are important beginnings to the process. Every effort should be made to handle a grievance at the

informal level before filing an official, formal grievance.

#### **XI.4.d. Special Note for M.A. in Counseling Students**

Master in Counseling students who are residents of Texas have the option to file a complaint with the Texas Higher Education Coordinating Board (THECB). A description, instructions, and forms related to the complaint procedure may be found at: [www.thecb.state.tx.us/studentcomplaints](http://www.thecb.state.tx.us/studentcomplaints). Rules governing student complaints may be found at: [www.highered.texas.gov/links/student-complaints/](http://www.highered.texas.gov/links/student-complaints/).

#### **XI.5. Statement on the Use of Artificial Intelligence**

Seminary education is a God-honoring pursuit, rather than an easily obtained product. Knowledge of God's word and its associated disciplines (whether pastoral ministry, counseling, Christian theology, or any other) may not be possessed without the employment of the critical thinking, analytical, and writing skills long prized in the Christian academy and expected of the God-called man or woman (2 Timothy 2:15).

For this reason, the use of generative Artificial Intelligence (AI) in any form for the composition of research products, discussion forums, book reviews, annotated bibliographies, or any other writing assignment at B. H. Carroll is strictly prohibited unless its use is authorized for a specific assignment by a professor under the terms of an approved course syllabus. Submissions derived from the use of AI will be regarded as plagiarism and will be addressed according to B. H. Carroll's policies on academic integrity (see XI.1, "Standards of Conduct," and XI.6, "Academic Integrity Policies," in the *Academic Catalog & Student Handbook*).

#### **XI.6. Academic Integrity Policy**

Bases for probation, suspension, or dismissal include deficiencies in academic performance, compromise of the principles of academic integrity, serious breach of the regulations established for the health and well-being of the Carroll Seminary community, and persistence in a manner of life incompatible with Carroll Seminary standards for professional leadership in ministry. Enforcement of these policies is under the immediate jurisdiction of the Academic Council. Students are expected to do their own academic work; therefore, academic dishonesty will not be tolerated.

Students are expected to take responsibility for all inappropriate academic behavior. Academic dishonesty occurs when a student submits the work of someone else as his or her own or has special information for use in an evaluation activity that is not available to other students in the same activity. Students who observe or become aware of violations of academic integrity are urged to report these violations to the Fellow in whose course the dishonest acts occur. Examples include but may not be limited to the following:

- Cheating on an examination:
  1. Copying from another student's examination

2. Possessing or using during an examination material not authorized by the person giving the exam
  3. Collaborating with or seeking aid from another student during an exam without permission from the Fellow
  4. Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or in part the contents of an examination before it is administered
  5. Substituting for another student or permitting another student to substitute for one's self to take a test
  6. Obtaining a test or information about a test before it is administered
- Plagiarism is the appropriation, buying, receiving as a gift, or obtaining by any means another person's work and the unacknowledged submission or incorporation of it as one's own work. This could include the failure to cite sources.

Penalties for the violation of academic integrity may range from dismissal from Carroll Seminary to a lesser penalty. If the penalty is an F for the course in which the violation occurred, the F will count in the computation of the student's GPA even if the course is repeated.

The only adequate defense for a student accused of an academic integrity violation is that the work in question does not, in fact, constitute a violation. Neither the defense that the student was ignorant of the regulations concerning academic violations nor the defense that the student was under pressure at the time the violation was committed is considered an adequate defense.

### **Procedures regarding violations of Academic Integrity/Honesty Policy**

B. H. Carroll Theological Seminary states its Academic Honesty Statement in each course syllabus, and its Academic Integrity Policy in the Student Handbook & Catalog as well as the Faculty Handbook. The following procedure aims to assist faculty when confronted with academic dishonesty.

1. The professor should document his/her suspicion of academic dishonesty, e.g., plagiarism.

#### Level 1 Violations:

- Copying word for word (i.e. quoting directly) from an oral, printed, or electronic source without proper attribution on a minor assignment or a small portion of a major assignment.
- Paraphrasing without proper attribution, i.e., presenting in one's own words another person's written words or ideas as if they were one's own on a minor assignment or a small portion of a major assignment.
- Student cited a source that does not exist on a minor assignment.

#### Level 2 Violations:

- Copying word for word (i.e. quoting directly) from an oral, printed, or electronic source

without proper attribution on a substantial portion of a major assignment.

- Paraphrasing without proper attribution, i.e., presenting in one's own words another person's written words or ideas as if they were one's own on a substantial portion of a major assignment.
  - Submitting a research paper written by someone else to satisfy a course requirement.
  - Falsification of source materials for a major assignment.
  - Submitting the same work or major portions thereof to satisfy the requirements of more than one course without permission from the second instructor.
2. The professor will have a personal conversation with the student regarding his/her suspicion of academic dishonesty, allowing the student to give an explanation.
  3. The professor will exercise discretion regarding his/her course of action:
    - a. The student will receive no credit for the assignment; or,
    - b. The student will be asked to re-do the assignment and will receive a grade of B or below; or,
    - c. The student will receive a failing grade for the course.

Subsequent violations of Carroll's Academic Honesty and/or Use of Artificial Intelligence Policies reported to the Master Programs Director will be submitted to the Academic Council. The Academic Council will recommend an Academic Warning to be recorded in the student's file for a period of two terms after the term when the violation was reported. An academic warning is not reported in the student transcript. A student reported for a second time to the Academic Council will be placed in Academic Probation for the following two terms after the term when the violation was reported. An Academic Probation is reflected in the student transcript. A student who refuses to comply with Carroll's Standards of Conduct Policies may be placed in Academic Probation which will result in Academic Dismissal (See XI.8 Academic Probation and XI.9 Academic Dismissal in this Student Handbook and Academic Catalog).

## **XI.7. Academic Probation**

In order to make satisfactory progress toward the completion of his or her degree, a master-level student should maintain an overall GPA of 2.0 or higher. If a student's academic performance is adjudged by the Master's Program Council to be deficient, for any reason that causes the student to fail to maintain "satisfactory progress," but the Council believes that suspension or dismissal is yet unwarranted in light of the total situation, it may proceed to place the student on academic probation for a maximum of four

terms. Academic probation thus serves both as a warning to the student and as an occasion for the Master's Program Council to provide special guidance concerning a student's performance and program.

### **XI.8. Suspension**

Suspension is a temporary interruption of a student's enrollment in Carroll Seminary, imposed by action of the Master's Program Council. It may be for a fixed or an indefinite period. If suspension is imposed for a fixed period, the student shall have an automatic right to resume study at the expiration of the suspension. If suspension is imposed for an indefinite period, the student shall have the right to resume study upon presentation of reliable evidence that the reasons for the suspension have been effectively treated. A student who wishes to resume work after a period of suspension should request a meeting with the Master's Program Council for consideration of resuming work, but a new application for admission shall not be required. If the student under indefinite suspension does not, within a reasonable period, give evidence of making a serious effort to deal with the bases for the suspension, the Master's Program Council may proceed to dismissal.

### **XI.9. Dismissal**

Dismissal is the termination of a student's enrollment in Carroll Seminary, imposed by action of the Master's Program Council. Where dismissal is ordered, return to Carroll Seminary may be affected only by the filing of a new application for admission. Such applications are rarely approved.

### **XI.10. Nondiscriminatory Policy**

In compliance with federal law, including provisions of Section 504 of the Rehabilitation Act of 1973 and Title IX of the education Amendments of 1972, Carroll Seminary does not discriminate on the basis of race, color, national origin, sex, age, or disability in admissions and in the administration of its education policies, programs, and activities. Persons who believe their rights under this policy have been violated should contact the Academic Council of Carroll Seminary.

### **XI.11. Statement on Diversity**

In the beginning God created one humanity, comprised of male and female, in His own image for holy fellowship with Him; consequently, humanity exists as a wholly other order of creation, different from the animals and all other elements and forms of life. (Gen. 1:24-30; Gen. 2:15-22; Ps. 8:3-8; Acts 17:26; Heb. 2:7) God commanded humanity to be fruitful and multiply, to fill the earth, and to subdue it. (Gen. 1:28; 9:1, 7) The original intent of God's command was perverted by humanity's fall into sin and its continued rebellion and degradation through its rejection of the only Creator God. (Gen. 3:1-24; 6:5; Rom. 1:18-32)

Each human being created by the living God, through the biological and spiritual processes He has established in His wise counsel, is to be valued and respected as a unique creation of God regardless of gender, ethnicity, level of wealth, religious creed, nationality, or physical or mental disability; there is no partiality with God. (Gen. 1:26-28; Ex. 23:3; Lev. 19:15; Deut. 1:7, 10:17, 16:19; Job 31:13-15, 34:19; Lam. 3:35-36; James 3:9)

Though the earth is home to numerous nationalities, God chose Israel as a treasured possession for Himself and, through it, delivered to the whole of humanity the one remedy for all human sinfulness—the incarnate God, His Son, Jesus Christ. (Gen. 12:3, Deut. 7:6-8, 14:2; Ps. 135:4; Luke 24:47; John 3:16-17, 4:22; Rom. 1:16; Gal. 3:29; 1 Tim. 1:15; Heb. 2:16-18) The intent of the Church is, according to the instruction of the risen Lord Jesus Christ, to seek out the lost from among every tribe, tongue, people, and nation, sharing with them the gospel of reconciliation with God through the substitutionary, atoning sacrifice of His Son on the cross. (John 3:16-17; Matt. 28:18-20; Acts 1:8; Rom. 5:5-9; 2 Cor. 5:11-21; 1 John 2:2) The restorative power of the Gospel of the Lord Jesus Christ alone breaks down the dividing wall of hostility between Jew and Gentile, as well as between all other ethnicities, nationalities, and genders. (Acts 10:9-15; Eph. 2:11-14; Gal. 3:26-28) The Church is the means by which Christ unites the many sinners of those ethnicities, nationalities, and genders into one redeemed, restored, gifted, and functioning body, of which He is the Head; in doing so the Church displays the glory of God to humanity and to those in the heavenly realms, both now and in the future (Eph. 3:9-12; 4:7-16; Rev. 5:9-10, 7:9-10, 14:6-7)

Our mission is to equip men and women called to serve Christ in the diverse and global ministries of His Church. This equipping effort is conducted across denominational lines, though the Seminary itself adheres to traditional Baptist understandings of key theological, soteriological, and ecclesiological doctrines. B. H. Carroll Theological Seminary recognizes the doctrinal, ethnic, national, and gender diversity within the body of Christ as a beautiful gift of God and seeks to establish cooperative efforts in theological education with like-minded disciples in other cultures and lands. The faculty and staff of B. H. Carroll Theological Seminary does not share a single, uniform opinion on the role of women in the offices of the Church. Those differences of understanding the scriptural qualifications for pastor are purposefully excluded as barriers to fellowship with churches of differing persuasions.

The Seminary abides solely by the biblical witness with respect to its understandings of human sexuality and marriage as reflections of biblical cosmology and biblical morality, as well as the historical witness of the church faithfully teaching both. (Gen. 1:26-28, 2:18-25; Matt. 19:4-6; Eph. 5:21-33; Heb. 13:4) Marriage is a God-ordained institution solely between one man and one woman, through which God depicts His love for His Church. (Eph. 5:21-33; Col. 3:18-19) We are attentive to Scripture with respect to its views on human sexuality and apply those views consistently in employment decisions, admissions criteria, and behavioral standards. (1 Cor. 6:9-11, 18-20; 2 Cor. 5:17; Eph. 4:15, 20-24, Col. 3:5) Recognizing that Christ instructs and expects His disciples faithfully to imitate Him and love one another, those with whom we disagree, and those who actively reject the biblical witness on the created order and human sexuality, we leave open all paths of respectful, charitable, and informed dialogue in order to continue declaring the saving, reforming, and transforming Gospel of Jesus Christ. (Matt. 5:13-16)

## **XI.12. STUDENT SELF-HARM AND SUICIDE POLICY**

B. H. Carroll Theological Seminary provides, as part of its complement of Student Services, counseling for students who are engaged in self-harm (such as cutting, burning, bulimia, or drug abuse) or who make suicidal threats. The following protocols are in place to assist faculty when confronted with these situations.

### **SELF-HARM**

Faculty who discover or are informed of a pattern of self-harm on the part of a student (cutting, burning, bulimia, or drug use) should direct the student to Dr. Scott Floyd, director of the counseling program at B. H. Carroll. Dr. Floyd can be reached at 972.580.7600 ext.390, or by email at [sfloyd@bhcarroll.edu](mailto:sfloyd@bhcarroll.edu). B. H. Carroll personnel, who are licensed professional counselors may provide direct counseling to students or refer students to other specialists. In all cases, B. H. Carroll personnel will maintain written documentation of counseling sessions with students, as well as records of referral.

## SUICIDE

If a student expresses a desire or intent to end his/her life, it is imperative that you immediately contact your local police department via 911 so the proper authorities can be mobilized for a “wellness check.” If the student is out of the area, you may still contact local authorities, who are then responsible for coordinating with the authorities in the area where the student lives.

Please be sure to have the student’s exact words, along with their name and contact information ready for police. If you do not have access to this information, immediately call the Registrar’s Office and provide the relevant information. The Registrar’s Office will then provide the information to local police.

Should this event occur, faculty members are then responsible for writing a complete report of the incident to share with B. H. Carroll’s licensed professional counselors, who will then be responsible for follow-up with the student.

## **XI.13. Copyright Policy**

B. H. Carroll Theological Seminary prohibits faculty, staff, and students from violating applicable copyright laws when using protected resources for any Seminary function including classroom and administrative purposes. Use of copyright materials must be in compliance with licenses, exemptions, exclusions, and Fair Use exceptions.

### **XI.13.a. Respecting Copyright**

B. H. Carroll Theological Seminary respects the rights of any material protected by copyright laws of the United States. The Seminary encourages the use of materials that will enhance learning and further the educational goals of the school. Faculty, staff, and students are to abide by the licenses, exemptions, exclusions, and Fair Use exceptions when using copyrighted works. When no exception allows for the use of a specific copyrighted work, permission must be obtained from the copyright holder prior to using the work in any setting.

### **XI.13b. Author-Created Works**

Students, faculty, and staff retain the rights to any educational works they produce at the school.

This includes the rights to research projects, books, journal articles, poems, manuals, tests, instructional materials, bibliographies, musical works, dramatic works, audiovisual works, and other similar materials.

### **XI.3c. Institutional Works**

B. H. Carroll Theological Seminary retains the rights to any institutional works created by students, faculty, or staff. These works include any official policies, procedures, research projects, manuals, and other similar works commissioned by the institution or intended for use by the institution.

### **XI.13.d. Recorded Materials**

B. H. Carroll Theological Seminary retains the rights to any recorded materials in the classroom, learning management system, or special functions for the Seminary.

### **XI.3e. Online Courses**

Instructors retain the rights to materials they create for use in online teaching. B. H. Carroll Theological Seminary has the right to make online materials available to instructors other than the person(s) responsible for creating those materials for the purpose of student instruction.

### **For More Help:**

Reproduction of Copyrighted Works by Educators and Librarians  
<http://www.copyright.gov/circs/circ21.pdf>

## **XIII. Student Resources**

### **XIII.1. Online Library**

From the beginnings of Carroll Seminary, the vision statement has projected an academic dream, not within reach a few years ago but now quickly coming to pass: To provide for a global community of learners immediate access to a comprehensive library of the Christian faith. There is now, in place, the basic contours of a world-class theological library for online users. The Seminary library will accomplish three goals:

- Integrate the best resources and make them available to students, readers, and patrons at remote access and at minimal cost.
- Enhance research and writing by developing user-friendly methods in scholarship.
- Support a global mission with evangelical partners to deliver essential resources at the points of greatest need.

Each student will have username and password access to The Carroll Online Library, a next generation of information technology featuring a seamless integration of five resource tiers available to client users by log-in. The infrastructure and parameters of the library were developed and will be expanded in accordance with the Guidelines for Distance Learning Library Services (ACRL, July 2005).

#### **XIII.1.a. Archives Online**

The site catalog features online text archives of ancient and modern materials relevant to theological studies offer two kinds of resources:

1. 'gateways' are linked to primary sites which house the databases; menus are arranged according to the major divisions or outline of a discipline (in our present iteration, the Online Resources link in the Carroll Learning Center anticipates the development of such gateways);
2. 'archives' provide actual data, e.g., Greek and Latin texts (such as those available in Google Book Search, available as a link through Carroll Learning Center).

#### **XIII.1.b. Database Resources**

Considered primarily as sources for the indexing and abstracting of journals and periodical literature, the online resources highlighted below are significant tools for scholarship by Carroll Students.

Ebsco gives access to major databases (some full text) for scholarly research. Among its resources are included:

- ATLA Religion Database is an essential tool for the study of religion. It is the premier index to journal articles, book reviews, and collections of essays in all fields of religion.
- ATLA Serials (ATLAS) is an online collection of major religion and theology journals selected by leading religion scholars and theologians. Users can read articles or research the history of a

topic from as early as 1924 to the present. Currently, researchers are able to use ATLAS as a search tool to retrieve images of the pages in more than 80 different journals.

- New Testament Abstracts indexes and abstracts 500 journalism biblical studies
- Old Testament Abstracts indexes and abstracts 450 journals in biblical studies
- OCLC FirstSearch gives access to major databases (some with full text) for scholarly research, including ERIC and WorldCat.
- Spanish language databases such as Fuente Académica, Clase Periodica, and Digitalia are available in the CLC since April 2022.
- In Fall 2022, additional databases from TexShare's Database program will be available to Carroll Students and Faculty

These Database Resources in the Carroll Learning Center also cover a wide range of additional source types, such as book reviews and monograph (book) citations. Additional periodical citation sources more fully discussed in other resource tiers include ProQuest and Google.

### **XIII.1.c. Electronic Books**

Full text books available for reading 24/7 are accessible to Carroll students from the following Carroll Learning Center resources:

- ProQuest is the world's largest online library (1.8 million full-text books, over 1.5 million articles) with applications for note taking and style guides. Approximately one-fourth of the books relate to religious studies.
- Logos.com (formerly named SeminaryLibrary) is a digitized collection sponsored by Logos, now 8,700 books, that aspires to be the world's largest online library of historic Bible reference books and resources.
- Oxford Reference Online combines The Oxford Dictionary of the Christian Church, The Oxford English Dictionary, and over 200 other reference titles from Oxford University Press into a single interface. Oxford Biblical Studies Online combines the Oxford Bible Commentary with a variety of full text reference materials from the publisher.

### **XIII.1.d. Library resource growth and expansion**

Additionally, new resources and materials are under development for inclusion in the Carroll Learning Center at the Carroll Library Director's blog and web pages.

### **XIII.1.e. Custom Software**

Carroll recommends software bundles of basic reference and theological resources for purchase by students from a variety of Software companies as the foundation of a personal professional library. Teaching materials included within the Carroll Learning Center such as attachments to course syllabi, provided reading materials and other items offered within the context of Carroll coursework, can become part of the student's personal professional library. These Custom Software materials, while not strictly part of the Carroll Online Library proper, add value to the academic pursuit of

Carroll Students, and supplement its resources.

## **XIII.2. Information Services**

### **XIII.2.a. Purpose**

B. H. Carroll Theological Seminary provides access to information in order to further its mission while maintaining the privacy and accuracy of that information. The Seminary is composed of various constituencies that include faculty, staff, students, and guests. It is important to fulfill the information needs of these groups while, at the same time, protecting the data. This policy outlines the rights and responsibilities of the individual as well as those of Carroll Seminary pertaining to information access, storage and delivery. In addition, this policy contains references to related policies, procedures and guidelines that specify in more detail how these rights and responsibilities are to be carried out.

### **XIII.2.b. Responsibilities**

Every individual is responsible for the information that he/she controls. Each individual is responsible for the confidentiality, integrity, and availability of that information. The scope of this may range from responsibility for the information of large groups to the protection of a single individual's password. Every user is responsible for following all relevant security policies and procedures involving electronic information and for protecting the resources under his/her control.

## **XIII.3. Network and Computer Usage Policy**

The following are references, policies, and procedures that pertain to information access, network usage, storage and dissemination of information, and the security of computing equipment.

### **XIII.3.a. Introduction**

Carroll Seminary provides technology to help facilitate the academic, research, and administrative needs of students, faculty and staff, permitting the quick and efficient access and exchange of information, both within the Carroll Hub and around the globe. This valuable resource is provided as a privilege, and with that privilege comes the responsibility of all users to conduct themselves in a manner consistent with the mission, purposes and values of the Seminary. It is the responsibility of every person who uses Carroll Seminary Computing Resources to read and abide by this Network and Computer Usage.

### **XIII.3.b. Policy Applicability**

This policy is applicable to the entire Carroll Seminary community (students, faculty, staff and other authorized users) and to all Carroll Seminary Computing Resources, whether owned, leased, contracted or managed by Carroll Seminary. Carroll Seminary Computing Resources include, but are

not limited to: hardware (e.g. computers, mobile computing devices, servers, and network devices), telecommunication equipment (e.g. phone systems, traditional phones, cell phones, and smartphones), storage media (e.g. discs, flash drives, and external drives), peripheral devices (e.g. printers, scanners, and monitors), networks, software, and electronic data.

### **XIII.3.c. Appropriate Use**

All users of Carroll Seminary Computing Resources are expected to respect the rights and privacy of other users, respect the integrity of physical facilities and controls, and respect the ownership and usage rights for digital media. Use of Carroll Seminary Computing Resources must not violate any applicable laws, rules or policies, and must adhere to the Seminary's Code of Conduct policy, posted in its respective Administrative, Student and Faculty Handbooks. Carroll Seminary Computing Resources are intended to be used for Seminary-related activities and, depending upon the circumstances, reasonable personal use.

Improper use of Carroll Seminary Computing Resources can result in disciplinary action. The following list, while not exhaustive, contains examples of what Carroll Seminary deems to be improper use: using Carroll Seminary Computing Resources for personal commercial or financial gain, consuming a significant amount of bandwidth or network resources that adversely affect the Seminary's normal operation, any activity that compromises network security, knowingly installing or distributing a program, such as a computer virus, intended to damage or strain a computer or network, allowing unauthorized users to access any Carroll Seminary network, using another person's account without proper authorization, using or disclosing another person's password, connecting personal computers or devices to the Carroll Seminary network without prior authorization, using unauthorized network devices, such as routers, firewalls, and wireless access points, manually assigning an unauthorized IP address to a network device, attempting to access any data or information by breaching or circumventing security measures, attempts to monitor, analyze, or tamper with network data packets, personal use of Carroll Seminary Computing Resources during working hours by an employee of the Seminary that interferes with the employee's job performance.

In addition to violations of Carroll Seminary rules, certain computer misconduct is prohibited under federal and state laws. Such misconduct can lead to a civil lawsuit and/or criminal prosecution. Examples of such misconduct include: using Carroll Seminary Computing Resources to conduct illegal activity, to promote or advocate illegal activity, or to discuss illegal activities with the intent to commit them, using Carroll Seminary Computing Resources to harass, defame, abuse, or threaten others, falsely obtaining electronic services or data without payment of required charges, knowingly accessing a computer or network without the effective consent of the owner, accessing, copying, transporting (to another person or location), modifying, or destroying programs, records, or data belonging to Carroll Seminary or another user without authorization, whether such data is in transit or storage, physical theft, relocation, modification, or damage to any Carroll Seminary computer or network equipment, facilities, or property.

### **XIII.3.d. Copyright and Intellectual Property**

Unauthorized duplication of copyrighted works, such as books, movies, photographs, video games, music and software, is a violation of federal copyright law. Carroll Seminary supports strict compliance with federal laws regarding copyright infringement. Anyone who engages in illegal copying shall be subject to disciplinary action under Carroll Seminary's policies and may be sued in federal court by the copyright owner.

### **XIII.3.e. E-Mail | Electronic Communications | Social Networks**

Electronic communications (e-mail, text messages, social networks, blogs, etc.) enjoy tremendous popularity in our society. Much of the communication between Carroll Seminary staff, administration and students will be electronic. The informality and immediacy of electronic communications can, however, lead to content abuse. Carroll Seminary neither sanctions nor censors individual expression of opinion in electronic communications. Nevertheless, Carroll Seminary expects appropriate etiquette and civility in these communications. Electronic communications must not: contain profanity, obscenity or inappropriate jokes, harass, defame or intimidate others; misrepresent the identity of the sender; or to broadcast indiscriminately to a large number of recipients. Use common sense when communicating electronically. A good rule of thumb is to assume that any message one sends will be forwarded to other unknown persons. Never send confidential information electronically unless one uses appropriate electronic security measures, such as encryption.

Users who make use of social networks, forums and other public sites do so voluntarily, with the understanding that they may encounter material they deem offensive. Use of Carroll Seminary Computing Resources to post or display offensive materials on social networks and forums may subject you to discipline by Carroll Seminary. Users who subscribe, post messages, or simply browse through such sites must abide by the rules governing each in addition to Carroll Seminary's policies.

### **XIII.3.f. Privacy | Access | Disclosure of Information**

In general, information stored on a computer or sent electronically over a network is considered private and confidential, unless the owner or sender makes that information available to others. All users must respect this right of privacy. Examination of private information without authorization from the owner is a violation of this policy. Merely attempting to circumvent security measures protecting the information will be treated as a violation and may subject you to discipline.

On shared and networked computer systems, certain information about users and their activities is visible to others. Users are cautioned that certain accounting and directory information (for example, user names and electronic mail addresses), certain records of file names and executed commands, and information stored in public areas, are not private. Nonetheless, such unsecured information about other users must not be manipulated in ways that they might reasonably find intrusive; for

example, eavesdropping by computer and systematic monitoring of the behavior of others are likely to be considered invasions of privacy that would be cause for disciplinary action.

Carroll Seminary will exercise reasonable security measures to protect private files and data. Nonetheless, users should understand that no security mechanisms are perfect, and the potential for unauthorized access to private information does exist. Exercise caution when creating digital files or messages containing personal or sensitive information. Shut down or lock your computer before leaving it unattended. Do not share your network password or leave it displayed on or near your computer. Many instances of unauthorized access are attributable to the careless actions of the owner.

Even though Carroll Seminary deems your electronically stored information to be private, users must understand that in certain situations, such information may be accessed, reviewed and/or disclosed by Carroll Seminary. If you request technical assistance, technical staff may need to view specific data in order to investigate, diagnose, or correct a problem. Carroll Seminary logs network activity on a routine basis, and these logs are reviewed periodically by the system administrator. The logs include a record of user processes. The system administrator may access and review users' files and communications when it is necessary to maintain or prevent damage to systems. Carroll Seminary may access the computer and electronic data of an employee who is absent or unavailable if such access is necessary to carry out the employee's job responsibilities during the absence.

Electronic data left behind by a former student or employee, excluding retirees, becomes the property of the Seminary and may be accessed, archived and/or deleted, at the discretion of system administrator. Electronic data will be accessed and disclosed in connection with authorized Carroll Seminary investigations of policy violations. Carroll Seminary will comply with any lawful administrative or judicial order, warrant or subpoena requiring the production of electronic files or data. Carroll Seminary may preserve and/or disclose any communications and/or documents in connection with civil lawsuits. These disclosures may occur even if one is not a party to the lawsuit. All such disclosures will be coordinated through legal counsel. In some situations, the law may require that Carroll Seminary provide advance notice that data or files may be disclosed to a third party. Even if legal notice is not required, Carroll Seminary will attempt to inform the affected persons of a data disclosure unless the circumstances warrant otherwise.

To access, review and/or disclose electronic data and information, Carroll Seminary may access discs, tapes, drives and other storage media, and electronic communications, whether in transit or storage. Keep in mind that even if one deletes files or electronic communications stored on a Carroll Seminary server, copies of the data may still persist on backup media and may therefore be subject to access and disclosure in the situations described above.

### **XIII.3.g. Enforcement**

Suspected violations of this policy will normally be handled through Carroll Seminary disciplinary procedures applicable to the relevant user. Carroll Seminary may suspend a user's access to Carroll

Seminary Computing Resources, prior to the initiation or completion of such disciplinary procedures, when it reasonably appears necessary to preserve the integrity, security, or functionality of Carroll Seminary Computing Resources or to protect Carroll Seminary from liability. Carroll Seminary may also refer suspected violations of applicable laws to appropriate law enforcement agencies.

The Seminary's system administrator shall be the primary contact for the interpretation, enforcement and monitoring of this policy and the resolution of problems concerning it. Any legal issues concerning the policy shall be referred to the appropriate officials for advice. Employees may appeal the resolution of problems in regarding this policy via the Seminary's Grievance Policy.

### **XIII.3.h Web Pages | Domain Names | E-Mail Addresses | Account Names**

Carroll Seminary maintains certain domain names and web pages considered to be "official" pages of the Seminary. These official web pages are to be used for Carroll Seminary business and may only be modified by authorized individuals. Using or displaying Carroll Seminary logos on other web pages without the express written permission of Carroll Seminary is prohibited. Additionally, users must not maintain any website, web page or internet domain name purporting or suggesting to be "official" pages of the Seminary. If confusion is possible, an appropriate disclaimer should be displayed.

Carroll Seminary owns all account names as well as e-mail addresses having the bhcarroll.edu domain. Carroll Seminary may revoke or modify your bhcarroll.edu e-mail addresses or account names at any time. Therefore, using Carroll Seminary email for personal communications is done at your own risk. Upon your separation from the Seminary, excluding retirement, your right to send and receive e-mail through your bhcarroll.edu address will cease.

### **XIII.3.i. Security | Network Issues**

Since computer systems and networks are imperfect, users are strongly requested to report any bugs or security holes to the Carroll Seminary system administrator. Likewise, users should not disseminate to others any information that could jeopardize, circumvent, or degrade system security or integrity. Users recognize that systems and networks are imperfect and waive any responsibility for lost work or time that may arise from their use. Carroll Seminary will not compensate users for degradation or loss of personal data, software, or hardware as a result of their use of Seminary-owned systems or networks, or as a result of assistance they may seek from Carroll Seminary technical staff. Carroll Seminary must ensure that academic work takes precedence at all times over other computing activities in its facilities.

### **XIII.3.j. Data Retention and Destruction**

Carroll Seminary systems are backed up on a routine basis to ensure the ability to recover from computer or network failures or disturbances. Carroll Seminary cannot, however, guarantee the restoration of any lost or deleted information stored on its servers. Further, at the point in time that

one's relation with Carroll Seminary ends, one's access to Carroll Seminary Computing Resources terminates. Therefore, a user who leaves or separates from the Seminary or its employment will not necessarily have access to Seminary property or any personal files, email or other data stored on Seminary property. Should one utilize Carroll Seminary Computing Resources to store personal files, documents and communications, he/she does so at personal risk. Carroll Seminary recommends that personal data be stored on personally-owned storage media. At a minimum, one should maintain a backup copy of his/her personal data. At no time does the Seminary accept liability for the maintenance, backup, security or loss of personal data.

### **XIII.3.k. Rights**

Carroll Seminary respects the rights of the individual and the concept of "Academic Freedom." Carroll Seminary provides access to information, the Carroll Seminary network, the Internet, computing facilities and equipment as described above in order to help further the mission of the Seminary. In addition the following policies discuss specific rights of the user.

#### **XIII.3.1. Privacy of Information Policy**

Information stored on a computer system or sent electronically over a network is the property of the individual who created it. Examination of that information without authorization from the owner is a violation of the owner's rights to control his or her own property. Systems administrators, however, may gain access to user's files when it is necessary to maintain or prevent damage to systems or to ensure compliance with other Seminary rules.

Computer systems and networks provide mechanisms for the protection of private information from examination. These mechanisms are necessarily imperfect and any attempt to circumvent them in order to gain unauthorized access to private information (including both stored computer files and messages transmitted over network) will be treated as a violation of privacy and may subject a violator to disciplinary action.

In general, information that the owner would reasonably regard as private must be treated as private by other users. Examples include the contents of electronic mailboxes, the private file storage areas of individual users, and information stored in other areas that are not public. That measures have not been taken to protect such information does not make it permissible for others to inspect it.

On shared and networked computer systems certain information about users and their activities is visible to others. Users are cautioned that certain accounting and directory information (for example, usernames and electronic mail addresses), certain records of file names and executed commands, and information stored in public areas, are not private. Nonetheless, such unsecured information about other users must not be manipulated in ways that they might reasonably find intrusive; for example, eavesdropping by computer and systematic monitoring of the behavior of others are likely to be considered invasions of privacy that would be cause for disciplinary action.

### **XIII.3.m. Technology Resources Incident Response Policy**

The purpose of this policy is to define the procedures that are to be followed when an incident is reported to, or discovered by, Carroll Seminary Technology Resources. When an incident is reported through any means to the system administrator, the matter is referred to the Seminary's President or his designee. A determination is made as to the scope of the incident and the matter forwarded by Technology Resources as follows:

- Legal matter – Arlington Police and Carroll's legal representative
- Solely a breach of the Computer Resources Policy – Technology Resources
- Student Code of Conduct or other student issue – Academic Council
- Faculty/Staff Code of Conduct issue or other faculty/staff issue – Academic Council

If the incident is handed off to outside authorities, the President or his designee will act as Seminary liaison. If the issue is deemed to be an immediate threat to the security or stability of Carroll Seminary information resources such as the network or servers, Technology Resources may take immediate action to isolate the problem. Under these circumstances Technology Resources staff may disable network or account access for persons or equipment inside or outside Carroll Seminary without prior notice. This action will be reported to the President as soon as is possible.

If the incident is investigated initially by Technology Resources and it is discovered that there are legal issues involved, or possible violations of any policies concerning Carroll Seminary students, faculty or staff then the incident will be handed to the local police and/or the Academic Council along with any evidence collected to that point. From that point on Technology Resources will assist the entity now responsible for the investigation.

During an investigation by the Academic Council or the local police, personal information including traffic logs, email, files etc. may be requested through the President. If information is requested for any other reasons, it will be provided only after the approval of the President, or in his absence the Academic Council. In any case personal or private information will be protected in accordance with the Carroll Seminary Privacy of Information Policy and the Computing Resource Policy as well as other applicable policies.

## XIV. Academic Calendar

### XIV.1. Academic Year 2022-2023

#### Master Students

##### Alpha 2022 Term

July 4	Registration opens
July 21	Application Deadline for admission
August 3	Registration closes
August 4	Classes begin
August 11	Last day to add class
September 28	Classes end
October 1	Application Deadline for graduation

##### Emmanuel 2022 Term

August 29	Registration opens
September 15	Application deadline for admission
September 28	Registration closes
September 29	Classes begin
October 1	Application deadline for graduation
October 6	Last day to add class
November 23	Classes end

##### Paschal 2023 Term

December 9	Registration opens
December 12	Application deadline for admission
January 8	Registration closes
January 9	Classes begin
January 16	Last day to add class
February 1	Application deadline for graduation
March 3	Classes end

##### Omega 2023 Term

February 1	Application deadline for graduation
February 13	Registration opens
February 27	Application deadline for Admission
March 12	Registration closes
March 13	Classes begin
March 20	Last day to add class
April 3-7	Holy Week Break
May 12	Classes end
May 26	Graduation 2023 (Convocation)

##### Summer 2023 Term

May 5	Registration opens
May 22	Application deadline for admission
June 4	Registration closes
June 5	Classes begin
June 12	Last day to add class
July 1	Application deadline for graduation
July 28	Classes end

#### Doctoral Students

##### Fall 2022 Term

April 1	Application deadline for admission
July 4	Registration opens
August 3	Registration closes
August 4	Seminars begin
August 11	Last day to add class
October 1	Application deadline for graduation
Nov. 14-16	Fall Colloquy
November 23	Seminars end

##### Spring 2023 Term

September 1	Application deadline for admission
December 9	Registration opens
January 8	Registration closes
January 9	Seminars begin
January 16	Last day to add class
February 1	Application deadline for graduation
March 6-10	Semester Break
April 3-7	Holy Week Break
May 15-19	Research Week
May 22-24	Spring Colloquy
May 26	Graduation 2023 (Convocation)
May 26	Seminars end

## **XIV.2. 2023-24 Academic Year**

### **Master Students**

#### **Alpha 2023 Term**

July 3	Registration opens/Application deadline for Admission
August 2	Registration closes
August 3	Classes begin
August 10	Last day to add class
September 27	Classes end
October 1	Application Deadline for Graduation

#### **Emmanuel 2023 Term**

August 28	Registration opens/Application Deadline for admission
September 27	Registration closes
September 28	Classes begin
October 1	Application deadline for graduation
October 5	Last day to add class
November 22	Classes end

#### **Paschal 2024 Term**

December 8	Registration opens/Application deadline for admission
January 7	Registration closes
January 8	Classes begin
January 15	Last day to add class
February 1	Application deadline for graduation
March 3	Classes end

#### **Omega 2024 Term**

February 1	Application deadline for graduation
February 11	Registration opens/Application deadline for admission
March 4-8	Carroll Spring Break
March 10	Registration closes
March 11	Classes begin
March 18	Last day to add class
March 25-29	Holy Week Break
May 12	Classes end
May 24	Graduation 2023-2024 (Convocation)

#### **Summer 2024 Term**

May 3	Registration opens/Application deadline for admission
June 2	Registration closes
June 3	Classes begin
June 10	Last day to add class
July 1	Application deadline for graduation
July 28	Classes end

### **Doctoral Students**

#### **Fall 2023 Term**

April 1	Application deadline for admission
July 3	Registration opens
August 2	Registration closes
August 3	Seminars begin
August 10	Last day to add class
October 1	Application deadline for graduation
Nov. 13-15	Fall Colloquy
November 22	Seminars end

#### **Spring 2024 Term**

September 1	Application deadline for admission
December 8	Registration opens
January 7	Registration closes
January 8	Seminars begin
January 15	Last day to add class
February 1	Application deadline for graduation
March 4-8	Semester Break
March 24-29	Holy Week Break
May 13-17	Research Week
May 20-22	Spring Colloquy
May 24	Graduation 2024 (Convocation)
May 31	Seminars end

### XIV.3. 2024-25 Academic Year

#### Master Students

##### Alpha 2024 Term

July 8	Registration opens/Application deadline for admission
August 7	Registration closes
August 8	Classes begin
August 15	Last day to add class
October 1	Application deadline for graduation
October 2	Classes end

##### Emmanuel 2024 Term

September 3	Registration opens/Application deadline for admission
October 1	Application deadline for graduation
October 2	Registration closes
October 3	Classes begin
October 10	Last day to add class
November 27	Classes end

##### Paschal 2025 Term

December 6	Registration opens/Application deadline for admission
January 5	Registration closes
January 6	Classes begin
January 13	Last day to add class
February 1	Application deadline for graduation
March 2	Classes end

##### Omega 2025 Term

February 1	Application deadline for graduation
February 10	Registration opens/Application deadline for admission
March 3-7	Carroll Spring Break
March 9	Registration closes
March 10	Classes begin
March 17	Last day to add class
April 14-18	Holy Week Break
May 11	Classes end
May 23	Graduation 2024-2025 (Convocation)

##### Summer 2025 Term

May 2	Registration opens/Application deadline for admission
June 1	Registration closes
June 2	Classes begin
June 9	Last day to add class
July 1	Application deadline for graduation
July 27	Classes end

#### Doctoral Students

##### Fall 2024 Term

April 1	Application deadline for admission
July 8	Registration opens
August 7	Registration closes
August 8	Seminars begin
August 15	Last day to add class
October 1	Application deadline for graduation
Nov.18-20	Fall Colloquy
November 29	Seminars end

##### Spring 2025 Term

September 1	Application deadline for admission
December 6	Registration opens
January 5	Registration closes
January 6	Seminars begin
January 13	Last day to add class
February 1	Application deadline for graduation
March 3-7	Semester Break
April 14-18	Holy Week Break
May 12-16	Research Week
May 19-21	Spring Colloquy
May 23	Graduation 2023 (Convocation)
May 30	Seminars end

## XIV.4. 2025-26 Academic Year

### Master Students

#### Alpha 2025 Term

July 6	Registration opens/Application deadline for admission
August 6	Registration closes
August 7	Classes begin
August 13	Last day to add class
October 1	Classes end
October 1	Application deadline for graduation

#### Emmanuel 2025 Term

September 2	Registration opens/Application deadline for admission
October 1	Registration closes
October 1	Application deadline for graduation
October 2	Classes begin
October 9	Last day to add class
November 27	Classes end

#### Paschal 2026 Term

December 5	Registration opens/Application deadline for admission
January 4	Registration closes
January 5	Classes begin
January 12	Last day to add class
February 1	Application deadline for graduation
March 1	Classes end

#### Omega 2026 Term

February 1	Application deadline for graduation
February 9	Registration opens/Application deadline for admission
March 2-6	Carroll Spring Break
March 8	Registration closes
March 9	Classes begin
March 16	Last day to add class
March 30-April 2	Holy Week Break
May 10	Classes end
May 22	Graduation 2025-2026 (Convocation)

#### Summer 2026 Term

May 1	Registration opens/Application deadline for admission
May 31	Registration closes
June 1	Classes begin
June 8	Last day to add class
July 1	Application deadline for graduation
July 26	Classes end

### Doctoral Students

#### Fall 2025 Term

April 1	Application deadline for admission
July 6	Registration opens
August 5	Registration closes
August 6	Seminars begin
August 13	Last day to add class
October 1	Application deadline for graduation
Nov. 17-19	Fall Colloquy
November 28	Seminars end

#### Spring 2026 Term

September 1	Application deadline for admission
December 5	Registration opens
January 4	Registration closes
January 5	Seminars begin
January 12	Last day to add class
February 1	Application deadline for graduation
March 2-6	Semester Break
March 30-April 2	Holy Week Break
May 11-15	Research Week
May 18-20	Spring Colloquy
May 22	Graduation 2025-2026 (Convocation)
May 29	Seminars end

## XIV.5. 2026-27 Academic Year

### Master Students

#### Alpha 2026 Term

July 6	Registration opens/Application deadline for Admission
August 5	Registration closes
August 6	Classes begin
August 13	Last day to add class
September 30	Classes end
October 1	Application deadline for graduation

#### Emmanuel 2026 Term

September 1	Registration opens/Application deadline for admission
September 30	Registration closes
October 1	Classes begin
October 1	Application deadline for graduation
October 8	Last day to add class
November 25	Classes end

#### Paschal 2027 Term

December 4	Registration opens/Application deadline for admission
January 3	Registration closes
January 4	Classes begin
January 11	Last day to add class
February 1	Application deadline for graduation
February 28	Classes end

#### Omega 2027 Term

February 1	Application Deadline for Graduation
February 8	Registration opens/Application Deadline for Admission
March 2-6	Carroll Spring Break
March 7	Registration closes
March 8	Classes begin
March 15	Last day to add class
March 22- 26	Holy Week Break
May 9	Classes end
May 21	Graduation 2026-2027 (Convocation)

#### Summer 2027 Term

May 7	Registration opens/Application deadline for admission/
June 6	Registration closes
June 7	Classes begin
June 15	Last day to add class
July 1	Application deadline for graduation
July 25	Classes end

### Doctoral Students

#### Fall 2026 Term

April 1	Application deadline for admission
July 6	Registration opens
August 5	Registration closes
August 6	Seminars begin
August 13	Last day to add class
October 1	Application deadline for graduation
November 16-18	Fall Colloquy
November 27	Seminars end

#### Spring 2027 Term

September 1	Application deadline for admission
December 4	Registration opens
January 3	Registration closes
January 4	Seminars begin
January 11	Last day to add class
February 1	Application deadline for graduation
March 2-6	Semester Break
March 22-26	Holy Week Break
May 10-14	Research Week
May 17-19	Spring Colloquy
May 21	Graduation 2026-2027 (Convocation)
May 28	Seminars end

## XIV.7. 2027-28 Academic Year

### Master Students

#### Alpha 2027 Term

July 5	Registration opens/Application deadline for admission
August 4	Registration closes
August 5	Classes begin
August 11	Last day to add class
September 29	Classes end
October 1	Application deadline for graduation

#### Emmanuel 2027 Term

August 30	Registration opens/Application deadline for admission
September 29	Registration closes
September 30	Classes begin
October 1	Application deadline for graduation
October 7	Last day to add class
November 24	Classes end

#### Paschal 2028 Term

December 3	Registration opens/Application deadline for admission
January 2	Registration closes
January 3	Classes begin
January 10	Last day to add class
February 1	Application deadline for graduation
February 27	Classes end

#### Omega 2028 Term

February 1	Application deadline for graduation
February 12	Registration opens/Application deadline for admission
March 6-10	Carroll Spring Break
March 12	Registration closes
March 13	Classes begin
March 20	Last day to add class
April 10-14	Holy Week Break
May 14	Classes end
May 26	Graduation 2027-2028 (Convocation)

#### Summer 2028 Term

May 5	Registration opens/Application deadline for admission
June 4	Registration closes
June 5	Classes begin
June 12	Last day to add class
July 1	Application Deadline for Graduation
July 30	Classes end

### Doctoral Students

#### Fall 2027 Term

April 1	Application deadline for admission
July 5	Registration opens
August 4	Registration closes
August 5	Seminars begin
August 12	Last day to add class
October 1	Application deadline for graduation
November 15-17	Fall Colloquy
November 26	Seminars end

#### Spring 2028 Term

September 1	Application deadline for admission
December 5	Registration opens
January 4	Registration closes
January 5	Seminars begin
January 12	Last day to add class
February 1	Application deadline for graduation
March 2-6	Semester Break
April 10-14	Holy Week Break
May 11-15	Research Week
May 18-20	Spring Colloquy
May 22	Graduation 2027-2028 (Convocation)
May 29	Seminars end

## CATALOG

### C.I. Master's Degrees Course Descriptions

#### C.I.1. Core

##### Gateway

**BHCTI5000**

An introduction and orientation to B. H. Carroll Theological Seminary's distinctive competency-based curriculum with its core ingredients. The scope of the course will deal with the nexus and teaching church concepts, accession of all online data, navigation through the online library, and guidance to research and writing. Students must pass the Gateway Course in order to continue studies at Carroll.

**Credits: 2.00**

#### C.I.2. Languages

##### Basic Theological French I

**LFREN5201**

A study of the basic grammatical forms and functions of the French language, including the acquiring of a basic vocabulary through reading cultural, historical, and religious texts. **Credits: 2.00**

##### Basic Theological French II

**LFREN5202**

A study of the basic grammatical forms and functions of the French language, including the acquiring of a basic vocabulary through reading cultural, historical, and religious texts. **Credits: 2.00**

##### Intermediate Theological French I

**LFREN5203**

A study of principles of more accelerated reading and critical analysis of simple to intermediate level theological texts in French. **Credits: 2.00**

##### Basic Theological German I

**LGERM5201**

A study of the basic grammatical forms and functions of the German language, including the acquiring of a basic vocabulary through reading cultural, historical, and religious texts. **Credits: 2.00**

##### Basic Theological German II

**LGERM5202**

A study of the basic grammatical forms and functions of the German language, including the acquiring of a basic vocabulary through reading cultural, historical, and religious texts. **Credits: 2.00**

##### Intermediate Theological German I

**LGERM5203**

A study of principles of more accelerated reading and critical analysis of simple to intermediate level theological texts in German, including some Fraktur and middle German texts. **Credits: 2.00**

##### Intermediate Theological German II

**LGERM5204**

A study of principles of more accelerated reading and critical analysis of simple to intermediate level theological texts in German, including some Fraktur and middle German texts. **Credits: 2.00**

**Advanced Theological German****LGERM5205**

A development of skills in more accelerated reading and critical analysis of intermediate to advanced level theological texts in German. **Credits: 2.00**

**Advanced Statistics I****LSTAT5201**

The study of statistics provides a foundation for the student to collect, organize, and analyze research data. Students will be instructed in the use of descriptive and inferential statistics. WINKS, a computer based statistical program, and the Microsoft Excel Spreadsheet will be introduced as tools that will assist in the application of statistical procedures. The study of statistics is presented in three parts: Advanced Statistics I will address basic statistical concepts, Advanced Statistics II will address parametric statistical procedures, and Advanced Statistics III will address nonparametric statistical procedures.

**Credits: 2.00****Advanced Statistics II****LSTAT5202**

The study of statistics provides a foundation for the student to collect, organize, and analyze research data. Students will be instructed in the use of descriptive and inferential statistics. WINKS, a computer based statistical program, and the Microsoft Excel Spreadsheet will be introduced as tools that will assist in the application of statistical procedures. The study of statistics is presented in three parts: Advanced Statistics I will address basic statistical concepts, Advanced Statistics II will address parametric statistical procedures, and Advanced Statistics III will address nonparametric statistical procedures.

**Credits: 2.00****Advanced Statistics III****LSTAT5203**

The study of statistics provides a foundation for the student to collect, organize, and analyze research data. Students will be instructed in the use of descriptive and inferential statistics. WINKS, a computer based statistical program, and the Microsoft Excel Spreadsheet will be introduced as tools that will assist in the application of statistical procedures. The study of statistics is presented in three parts: Advanced Statistics I will address basic statistical concepts, Advanced Statistics II will address parametric statistical procedures, and Advanced Statistics III will address nonparametric statistical procedures.

**Credits: 2.00****C.I.3. Scripture and Witness****Biblical Interpretation****SWBIT5111**

An introduction to the nature of the Bible, the definition of and need for hermeneutics, a survey of historical and contemporary hermeneutical approaches, the principles of a grammatical-historical-theological-practical approach, and case studies of biblical passages that illustrate the principles.

**Credits: 2.00****Biblical Backgrounds****SWBIT5211**

A study of the geography, history, and archaeology of the biblical world intended to provide a cultural

and chronological framework for further study of both the Old and New Testaments. **Credits: 2.00**

**Jewish and Hellenistic Backgrounds to the New Testament** **SWBIT5213**

An examination of Jewish and Greco-Roman society and culture, history, literature, philosophies, and religious beliefs and practices, as it provides background to the study of the writings of the New Testament. **Credits: 2.00**

**Holy Land Survey** **SWBIT5214**

This course surveys the Holy Land through visits to traditional historical sites in Israel coupled with lectures related to the history and geography of Israel from the time of the Exodus to the first century C.E. **Credits: 2.00**

**Elementary Greek I** **SWBLA4211**

Two accelerated courses combined as an introduction to the Greek language in preparation for the exegesis of the Greek New Testament. **\*Note: Language courses are demanding and may require significantly more individual study time.\* Credits: 3.00**

**Elementary Greek II** **SWBLA4212**

Two accelerated courses combined as an introduction to the Greek language in preparation for the exegesis of the Greek New Testament. **\*Note: Language courses are demanding and may require significantly more individual study time.\* Credits: 3.00**

**Introduction to Biblical Languages** **SWBLA5011**

An introduction to the elementary characteristics of the biblical languages of Hebrew and Greek, including the alphabets, basic grammatical forms, essential vocabulary, and the linguistic tools available to study biblical texts. **Credits: 2.00**

**Old Testament Hebrew I** **SWBLA5111**

The fundamentals of biblical Hebrew including vocabulary, pronunciation, grammar, and syntax for the purpose of translating and interpreting the Old Testament text. **\*Note: Language courses are demanding and may require significantly more individual study time.\* Credits: 2.00**

**Old Testament Hebrew II** **SWBLA5112**

The fundamentals of biblical Hebrew including vocabulary, pronunciation, grammar, and syntax for the purpose of translating and interpreting the Old Testament text. **\*Note: Language courses are demanding and may require significantly more individual study time.\* Credits: 2.00**

**Old Testament Hebrew III** **SWBLA5113**

The fundamentals of biblical Hebrew including vocabulary, pronunciation, grammar, and syntax for the purpose of translating and interpreting the Old Testament text. **\*Note: Language courses are demanding and may require significantly more individual study time.\* Credits: 2.00**

**Ugaritic****SWBLA5114**

This course will consist of the reading of Ugaritic texts, systematic vocabulary acquisition, and the mastery of certain aspects of the morphology (verb paradigms, noun paradigms), phonology, and syntax of the Ugaritic language. Substantial attention will also be given to comparative philology (e.g., thus providing a window into Hebrew and Aramaic). Substantial emphasis will be placed each class period on the vocalization of the text. **Credits: 2.00**

**New Testament Greek I****SWBLA5211**

Advanced grammar with exegesis of the Greek New Testament. Three consecutive terms must be taken to receive credit for this course. Student should stay in the same section for all three terms. **\*Note: Language courses are demanding and may require significantly more individual study time.\***  
**Credits: 2.00**

**New Testament Greek II****SWBLA5212**

Advanced grammar with exegesis of the Greek New Testament. Three consecutive terms must be taken to receive credit for this course. Student should stay in the same section for all three terms. **\*Note: Language courses are demanding and may require significantly more individual study time.\***  
**Credits: 2.00**

**New Testament Greek III****SWBLA5213**

Advanced grammar with exegesis of the Greek New Testament. Three consecutive terms must be taken to receive credit for this course. Student should stay in the same section for all three terms. **\*Note: Language courses are demanding and may require significantly more individual study time.\***  
**Credits: 2.00**

**Biblical Languages I****SWBLA5311**

The purpose of this course is to introduce the student to Biblical Hebrew (HB). This course includes a basic introduction to the Hebrew language, emphasizing understanding the basic building blocks (alphabet, elements of the verbs, nouns, adjectives, adverbs, and other ancillary parts of speech) of a sentence as well as syntax. The use of language resources and tools will be covered so that each student will be able to use these tools in doing exegesis in both languages. **Credits: 2.00**

**Biblical Languages II****SWBLA5312**

The purpose of this course is to introduce the student to Biblical Koiné Greek (GNT). This course includes a basic introduction to the Greek language, emphasizing understanding the basic building blocks (alphabet, elements of the verbs, nouns, adjectives, adverbs, and other ancillary parts of speech) of a sentence as well as syntax. The use of language resources and tools will be covered so that each student will be able to use these tools in doing exegesis in both languages. **Credits: 2.00**

**Old Testament I****SWBLI5111**

An introduction to each Old Testament book with emphasis on historical issues, theological interpretations, and contemporary applications. Pentateuch, Joshua, and Judges. **Credits: 2.00**

## **Old Testament II      SWBLI5112**

An introduction to each Old Testament book with emphasis on historical issues, theological interpretations, and contemporary applications. The historical books from Ruth through Esther, and the Wisdom Literature from Job through the Song of Solomon. **Credits: 2.00**

## **Old Testament III**

**SWBLI5113**

An introduction to each Old Testament book with emphasis on historical issues, theological interpretations, and contemporary applications. The prophetic books from Isaiah through Malachi. **Credits: 2.00**

## **The Book of Genesis**

**SWBLI5120**

An exegetical study of Genesis designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **Genesis 1-11**

**SWBLI5121**

An exegetical study of Genesis 1-11 designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **Exodus**

**SWBLI5123**

An exegetical study of Exodus designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **Leviticus**

**SWBLI5124**

An exegetical study of Leviticus designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the book's historical and canonical contexts, its form and structure, and the interpretation of its statutes and precepts. Particular attention will be given to the sacrificial system, the festal occasions, and purity laws, as well as to theological concerns of holiness and atonement and the ongoing applicability of Leviticus and its truths in the contemporary setting. **Credits: 2.00**

## **The Book of Judges**

**SWBLI5125**

An exegetical study of the Book of Judges designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Ruth****SWBLI5127**

An exegetical study of Ruth designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**The Book of Psalms****SWBLI5133**

An exegetical study of Psalms designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Survey of Wisdom Literature****SWBLI5134**

A study of the development of Israel's wisdom movement from its beginning (clan wisdom) to its codification (royal wisdom). A close reading of Job, Proverbs, selected wisdom Psalms, and Ecclesiastes will constitute the biblical text for this class. The content of these books shall be examined critically for their role and formation -in terms of their significance for wisdom theology- within Israel. **Credits: 2.00**

**Isaiah****SWBLI5138**

An exegetical study of Isaiah designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history distinctive literary traits the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Jeremiah****SWBLI5139**

An exegetical study of Jeremiah designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history distinctive literary traits the flow of the argument, and the application of its truths in the contemporary setting.

**Credits: 2.00****Amos-Hosea****SWBLI5142**

An exegetical study of Hosea, Joel, and Amos designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Eighth-Century Old Testament Prophets****SWBLI5143**

A study of the rise and development of the Hebrew prophecy within Israel. A close reading of Amos, Hosea, Micah and selected portions of Isaiah along with historical narrative (1 Kings 17-2, Kings 13- the Elijah and Elisha narratives) will constitute the biblical text for this class. The content of these books

shall be examined critically for their role and formation- in terms of their significance of prophecy- within Israel and Judah.

**Credits: 2.00**

### **Seventh-Century Old Testament Prophets**

**SWBLI5144**

A study of the continuance of the prophetic movement within Judah and the further development of Hebrew prophecy. A close reading of Joel, Jonah, Nahum, Habakkuk, and Zephaniah with selected portions of Isaiah (40-66), and Jeremiah will constitute the biblical text for this class. The content of these books shall be examined critically for their role and formation- in terms of their significance of prophecy- within Judah.

**Credits: 2.00**

### **Sixth-Century Old Testament Prophets**

**SWBLI5145**

A study of the continuance of the prophetic movement within Judah and the further development of Hebrew prophecy. Attention will be given to the prophetic movement during the pre and post- exilic movement. Therefore, a close reading of selected portions of Jeremiah, Ezekiel, Daniel, Haggai, Zechariah, and Malachi are presented. These prophets will constitute the biblical text portion for this class. The content of these books shall be examined critically for their contributions to the nature and theology of the exilic and restoration period. **Credits: 2.00**

### **Haggai Zechariah Malachi**

**SWBLI5146**

An exegetical study of Haggai, Zechariah, and Malachi designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

### **Theology of the Old Testament**

**SWBLI5160**

This course defines Old Testament theology and surveys the various scholarly approaches used to develop Old Testament theologies since the Enlightenment, examines the historical narrative of the Old Testament in order to discern important theological ideas and themes, and examines the possible relationships between the Old and New Testaments in order to assess the relevance and use of the Old Testament within the New Testament church. **Credits: 2.00**

### **New Testament I**

**SWBLI5211**

An introduction to the Gospels. These writings will be studied in terms of historical setting, religious background, literary composition, theological message, and interrelationship with the Old Testament.

**Credits: 2.00**

### **New Testament II**

**SWBLI5212**

An introduction to Acts and the Pauline Letters. These writings will be studied in terms of historical setting, religious background, literary composition, theological message, and interrelationship with the Old Testament. **Credits: 2.00**

### **New Testament III**

**SWBLI5213**

An introduction to the General Letters and Revelation. These writings will be studied in terms of historical setting, religious background, literary composition, theological message, and interrelationship with the Old Testament. **Credits: 2.00**

### **Matthew**

**SWBLI5220**

An exegetical study of Matthew designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

### **Mark**

**SWBLI5221**

An exegetical study of Mark designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

### **Luke**

**SWBLI5222**

An exegetical study of Luke designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

### **John SWBLI5223**

An exegetical study of John designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting.

**Credits: 2.00**

### **Acts**

**SWBLI5224**

An exegetical study of Acts designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

### **Romans**

**SWBLI5225**

An exegetical study of Romans designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **1 Corinthians**

**SWBLI5226**

An exegetical study of 1 Corinthians designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **Galatians**

**SWBLI5228**

An exegetical study of Galatians designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **Philippians**

**SWBLI5230**

An exegetical study of Philippians designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **1 and 2 Thessalonians**

**SWBLI5232**

An exegetical study of 1 and 2 Thessalonians designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **Pastoral Epistles**

**SWBLI5233**

An exegetical study of 1 and 2 Timothy and Titus, designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **The Letter to the Hebrews**

**SWBLI5234**

An exegetical study of Hebrews designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

## **James**

**SWBLI5235**

An exegetical study of James designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**The Petrine Epistles****SWBLI5236**

An exegetical study of 1 and 2 Peter designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Johannine Epistles****SWBLI5237**

An exegetical study of 1, 2, and 3 John designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Revelation****SWBLI5238**

An exegetical study of Revelation designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Prison Epistles****SWBLI5239**

An exegetical study of Philippians, Ephesians, Colossians, and Philemon, designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow of the argument, and the application of its truths in the contemporary setting. **Credits: 2.00**

**The Parables of Jesus****SWBLI5240**

An exegetical study of the parables of Jesus in the Synoptic Gospels. Primary attention will be given to the form and content of the texts themselves: their historical-cultural context, distinctive literary traits, theological significance, and application of their truths in the contemporary setting. **Credits: 2.00**

**Theology of the New Testament****SWBLI5260**

A study of the nature, history, and methods of New Testament theology emphasizing the biblical contexts and their central themes. Primary attention will be given to the exegesis of key texts in their respective biblical contexts relating to God, creation, redemption, and eschatology. The study focuses on the core of biblical theology and Christian preaching, moreover it emphasizes and renews the Old Testament roots of Christian faith as proclaimed by Jesus and his earliest followers. New Testament elective courses feature the reading of selected portions or books of the New Testament in English translation. They seek to interpret the primary writings of the New Testament canon at an intensive level, emphasizing the historical intention of the text and its theological message. These courses require no competence in the Greek New Testament. **Credits: 2.00**

**Biblical Perspectives on Contemporary Views of Jesus****SWBLI5261**

An examination of historical reliability of the canonical Gospels in light of recent skepticism about the uniqueness of Jesus and the reliability of the New Testament (e.g., Dan Brown's *The Da Vinci Code* or Bart Ehrman's *Misquoting Jesus*). **Credits: 2.00**

**New Testament Eschatology****SWBLI5262**

An exegetical study of the central New Testament texts related to eschatology designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow or argument, the theological relationship to other eschatological texts, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Theology of Paul****SWBLI5263**

A study of the nature, history, and methods of Paul, the Apostle's, theology emphasizing the biblical contexts and their central themes. Primary attention will be given to the exegesis of key texts in their respective biblical contexts relating to the Triune God, redemption, and eschatology. The study focuses on Paul's understanding and application of the Gospel in the context of local communities and how those applications may be applied to contemporary contextual setting and issues. These courses require no competence in the Greek New Testament. **Credits: 2.00**

**Biblical Preaching I****SWBPR5111**

A study of the principles of sermon construction: the interpretation of text, the formulation of idea, the definition of objective, the development of material, the arrangement of structure, the improvement of style, and the preaching of the sermon. **Credits: 2.00**

**Biblical Preaching II****SWBPR5112**

A study and practice of the preparation, delivery, and evaluation of the sermon. Sermons will be prepared and delivered. Components of sermon delivery will be studied and practiced for improvement. A lifelong strategy for self-evaluation and critique of sermon content and delivery will be practiced. **Credits: 2.00**

**Narrative in Biblical and Cultural Contexts****SWBPR5211**

Understanding the role narrative plays in shaping cultures, worldview, beliefs, values, and behaviors. Particular attention is given to the way the overarching biblical narrative and individual biblical stories can interact with various cultures to bring transformation in individuals, churches, and communities. **Credits: 2.00**

**Using Biblical Storytelling in Church and Community****SWBPR5212**

Developing skill in selecting, preparing, and telling biblical stories to communicate Scriptural truth effectively in a particular church, cultural group or other ministry context. **Prerequisite: SWBPR 5211 Narrative in Biblical and Cultural Contexts. Credits: 2.00**

#### **C.I.4. Faith and Heritage**

**Christian Theology I** **FHBTH5111**

The nature, sources, and scope of systematic theology, the doctrines of revelation and the Bible, God, creation, and providence, man, and sin. **Credits: 2.00**

**Christian Theology II** **FHBTH5112**

The nature, sources, and scope of systematic theology, the person of Jesus Christ, the work of Christ, and the Holy Spirit. **Credits: 2.00**

**Christian Theology III** **FHBTH5113**

The nature, sources, and scope of systematic theology: the Christian life, the Church, and the consummation.  
**Credits: 2.00**

**The Doctrine of God** **FHBTH5121**

This course addresses biblical, theological and philosophical issues arising from the basic problem of theodicy: the existence and consequences of evil and suffering in a world created and sustained by God, who is both omnipotent and good. **Credits: 2.00**

**New Testament Eschatology** **FHBTH5122**

An exegetical study of the central New Testament texts related to eschatology designed to enable the student to understand and interpret the biblical message. Primary attention will be given to the form and content of the text itself: its background and history, distinctive literary traits, the flow or argument, the theological relationship to other eschatological texts, and the application of its truths in the contemporary setting. **Credits: 2.00**

**Christian Heritage I** **FHCHS5111**

A general survey of the history of Christianity from the New Testament period to the Carolingian Renaissance (800 AD). **Credits: 2.00**

**Christian Heritage II** **FHCHS5112**

A general survey of the history of Christianity the Reformation. **Credits: 2.00**

**Christian Heritage III** **FHCHS5113**

A general survey of the history of Christianity, the early modern era to the present. **Credits: 2.00**

**The Reformation** **FHCHS5140**

A study of the Protestant Reformation from 1517 to 1648, including the lives, writings, theology and influence of the major Reformers: Martin Luther, Ulrich Zwingli, John Calvin, key Anabaptists, and leading English Reformers. **Credits: 2.00**

**John Calvin and Calvinism****FHCHS5142**

A study of the life, writings, theology, and influence of John Calvin and other key leaders of the Reformed tradition. **Credits: 2.00**

**Revivals and Revivalism****FHCHS5143**

This course is a focused study of the history of Christian revivals from the 1740s to present day. It covers the First and Second Great Awakenings, the revival of 1857-58 (a possible Third Great Awakening), the rise of Pentecostal Revivalism through Azusa Street and the Four Square Gospel Church, the Welsh Revival of 1904, and modern revivalism (even the Jesus Movement). Special attention is given to prominent personalities such as Gilbert Tennent, Jonathan Edwards, Barton Stone, Alexander Campbell, Charles G. Finney, Dwight L. Moody, Billy Sunday, Charles Parham, William Seymour, Aimee Semple McPherson, and Billy Graham. **Credits: 2.00**

**Baptist Heritage****FHCHS5211**

A general survey of Baptist History in Britain and America from the 17th century through the modern era. **Credits: 2.00**

**Baptist Distinctives****FHCHS5213**

A practical study of the beliefs and practices of Baptists that make them a distinctive community of faith. This course examines the historical and contemporary Baptist identity and compares it with those of other Christian denominations. Students will learn "why Baptists do what they do" and develop ways to communicate these principles to others in local church settings. **Credits: 2.00**

**Christian Ethics****FHETH5111**

This course explores the biblical, historical, and theological foundations of Christian ethics. It also equips the student to apply these foundational elements in decision making on current issues such as substance abuse, family, race, biomedical ethics, economics, and politics. **Credits: 2.00**

**Christian Decision Making****FHETH5112**

This course guides Christians in the study of the biblical materials relating to how Christians decide about issues of everyday living. Ethical analysis and decision-making will be examined within the context of a Christian worldview. Several decision-making models will be reviewed as well as the use of the Bible in decision making. Application will be made to several contemporary ethical issues, such as: forgiveness, bioethics, gender, race, and sexuality and marriage. **Credits: 2.00**

**Philosophy of Religion****FHPHI5111**

An introductory study of contemporary worldviews and philosophical issues relevant to Christian ministry (e.g. religious pluralism, the problem of evil, the relationship between faith and reason). **Credits: 2.00**

**Pain and Suffering****FHPHI5120**

This course addresses biblical, theological and philosophical issues arising from the basic problem of theodicy: the existence and consequences of evil and suffering in a world created and sustained by God, who is both omnipotent and good. **Credits: 2.00**

**Apologetics****FHPHI5211**

A study of various approaches to a defense of Christianity. Emphasis will be placed upon developing an apologetic method appropriate to the cultural context in which the student ministers. **Credits: 2.00**

**Religious Landscape****FHPHI5213**

A survey of major religious groups, including their heritage, beliefs, and practices. Attention will be given to major Protestant denominations, Roman and Orthodox Catholicism, Judaism, Islam, Hinduism, Buddhism, East Asian religions, other religious sects and non-Christian cults. This course will focus on how to relate to other religious groups and how to minister in a diverse setting to persons from these religious backgrounds. **Credits: 2.00**

**C.I.5. Ministry and Formation****Administration of the Church Family****MFADM5112**

A study of the need for developing a theology of service for church leaders that includes church polity and organization. Focus on discovering leaders through spiritual gifts, qualifications for service, and proper ways of enlisting and equipping people to serve. **Credits: 2.00**

**Administration for Chaplains****MFADM5611**

A study of the biblical and theological basis for administrative ministry and of practical principles for effective management in institutional settings. Attention will be given to organizational structures, personnel administration, resource management, program development, operations, training, supervision, and leadership development. **Credits: 2.00**

**The Teaching Church****MFEND5111**

A study of the biblical and theological basis for the teaching ministry of the church. Emphasis will be given to the purposes of education in New Testament churches and principles related to application. **Credits: 2.00**

**History and Philosophy of Christian Education****MFEND5112**

A study of the ideas and events that have shaped educational thought with an analysis of the influence of these ideas on contemporary Christian educational practice. The student will develop a personal philosophy of education that integrates the Christian experience. **Credits: 2.00**

**Educational Psychology****MFEND5113**

An analysis of educational theories in the context of Christian education. Studies in theories of learning motivation for learning classroom management and effective testing practice. Attention will be given to

the teaching method of Jesus. **Credits: 2.00**

### **Principles of Teaching**

**MFFND5115**

A study of the principles and methods of effective Christian teaching, including the development of presentation skills. Approaches include planning and teaching for knowledge/understanding, development of values, and development of skills which enhance personal Christian ministry. **Credits: 2.00**

### **Foundations in Children's and Family Ministry**

**MFFND5121**

This course explores the biblical and theological foundations of ministry to children and families. It surveys what the church can do to minister to marriages and families as a unit. Current trends in Family Ministry are explored, including Family-Integrated Ministry, Family-Based Ministry and Family-Equipping Ministry. These learning experiences guide students in developing a personal philosophy of family ministry.

**Credits: 2.00**

### **Parenting and Faith Development**

**MFFND5122**

A study of the role of parents as spiritual shepherds of their children. Emphasis will be placed on developing the habit of family worship. Attention will be given to prayer, blessing, and instruction in the home. Students will develop a parenting philosophy. **Credits: 2.00**

### **Ministry to Children and Families**

**MFFND5123**

This course explores the dynamics of family ministry as it relates to the spiritual formation of children. Its distinctive feature is the focus on parents as catalysts of spiritual development. Resources are introduced to strengthen the family unit and emphasize home discipleship as well as spiritual formation in the church. Students identify strategies to recruit, train, and sustain their ministry team. **Credits: 2.00**

### **Leadership in Children and Family Ministry**

**MFFND5124**

A study of leadership in family ministry. Emphasis will be placed on family ministry implementation. Attention will be given to character development and spiritual leadership qualities. Students will develop a ministry philosophy. **Credits: 2.00**

### **Contemporary Youth Issues**

**MFFND5131**

An analysis of the contemporary issues facing youth and society suggesting implications to a church's ministry with youth and families within the larger context of the mission of the church. **Credits: 2.00**

### **The Church's Ministry with Older Persons**

**MFFND5141**

A study of the characteristics, needs, and potential of later adulthood. A review of biblical and theological foundation for senior adult ministry will be considered. Special emphasis will be given to church and education programming for ministry with seniors. **Credits: 2.00**

**Small Groups Ministry****MFFND5151**

This course provides an introductory study of the development, training, implementation, and evaluation of small group ministry. Students will be equipped to lead churches in the use of small groups for spiritual formation and evangelism. **Credits: 2.00**

**Group Dynamics****MFFND5152**

This course includes a study of group development, processes of group interaction, and basics group dynamics. Students will consider how to be in a group, methods of effective group leadership and facilitation, evaluating group interactions, and ethical issues related to group process and intervention. **Credits: 2.00**

**Human Growth and Development****MFFND5211**

A study of the spiritual, emotional, social, physical, and mental development of persons, birth through adulthood. The student will study and apply principles of development to practical area of ministry. **Credits: 2.00**

**Principles of Teaching for Chaplains****MFFND5611**

A study of how to teach effectively both in a Christian context and in the religious diversity of institutional settings. This will include principles and methods of teaching, curriculum design, planning of classes, and development of delivery skills. It will focus on conveying knowledge/understanding, articulating values, and developing skills which enhance personal Christian ministry. **Credits: 2.00**

**Pastoral Leadership****MFLDS5211**

An analysis of emerging issues in current Christian leadership. Models of current leadership theory and practice will be examined and suggestions made for integrating leadership models and Christian faith. **Credits: 2.00**

**Technology in Ministry****MFLDS5311**

This course will explore and evaluate technology as it relates to churches and ministry organizations. Topics will include websites, online giving, internet safety and security, child protection, appropriate social media habits, streaming services, future technology trends, and ethics in technology. **Credits: 2.00**

**Leadership for Chaplains****MFLDS5611**

A study of the principles and practices of ministerial leadership in a Christian context and in institutions with diverse religious settings. This includes reflections on the identity, calling, roles and character of chaplains as Christian leaders in community. Models of leadership theory and practice will be examined, emerging challenges for leaders in institutional settings will be discussed, and suggestions will be made for integrating leadership models with biblical principles. **Credits: 2.00**

**Pastoral Care****MFPMN5111**

An introduction to Christian ministry in contemporary culture. Studies in the nature of the church and its ministry, styles of ministry in varied contexts, and practice of ministry skills. **Credits: 2.00**

**Crisis Counseling for Church Leaders****MFPMN5112**

This course presents theories, strategies, and skills and an overall introduction to crisis intervention. Historical and current models for assessing and responding to crises are presented. Topics such as medical and psychological traumas including relationship loss, chronic illness, and personal transgressions, and post traumatic stress disorder are part of the curriculum. Theoretical and ethical implications are addressed. Special emphasis is given to disaster psychology, church violence, terrorism and military combat, school violence, and suicidology. **Credits: 2.00**

**The Interim Pastor****MFPMN5113**

This course introduces students to the practice and tenets of interim ministry, with applications that can be applied in a broader pastoral ministry setting, as well. An interim pastor's practices and lifestyle are covered, as well as the best practices of interim churches for using the interim time and for seeking a new pastor. A major emphasis is given to critical church issues that need addressing before a new pastor is called, as well as possible methodologies for addressing those issues. [This course allows the student to apply for membership in the Baptist General Convention of Texas' professional network of interim pastors. It also fulfills the prerequisite training needed before applying in the Intentional Interim Ministry training at the Baptist General Convention of Texas.] **Credits: 2.00**

**Clinical Pastoral Education****MFPMN5116**

One unit (440 hours) of supervised pastoral care in a clinical setting under guidance of a supervisor certified by the Association for Clinical Pastoral Education (ACPE). It is recommended that student completes Pastoral Care (MFPMN5111) before entering a CPE program. **Credits: 0.00**

**Pastoral Care of Persons in Crisis and Grief****MFPMN5211**

A study of ministry to persons in acutely stressful situations. Attention will be given to the pastoral care of individuals suffering personal trauma such as disease, abuse, depression, and bereavement. Students will learn about the dynamics of the grief process, critical incident and post-traumatic stress, and suicide awareness and intervention. They will also learn basic principle of ministry in mass-casualty situations. **Credits: 2.00**

**Conflict Resolution Ministry****MFPMN5221**

A study of how to minister in discordant situations. Attention will be given to dynamics of personal and systemic conflict. Students will learn about models for effective intervention and resolution of conflict. **Credits: 2.00**

**Chaplain Ministry****MFPMN5611**

A study of Christian ministry in institutional settings. Focus will be on the identity, vocation, roles, skills, qualifications, and endorsement of chaplains in military, health-care, correctional, corporate,

veterans, law enforcement, fire department, and disaster relief settings. Attention will be given to issues such as free exercise of religion, role conflict, institutional duality, ministerial collegiality, and ministry in pluralistic settings. **Credits: 2.00**

### **Chaplain Ministry Research**

**MFPMN5612**

Students will do in-depth reading and research in assigned topics designed to enhance learning from the prerequisite course, Chaplain Ministry (MFPMN5611). **Credits: 2.00**

### **Pastoral Care of the Family in Institutional Settings**

**MFPMN5621**

A study of human development and relationships within families in institutional, religiously diverse, secular and transitory settings. Attention will be given to family systems, marital and inter-generational relationships, stages of the life cycle, parenting issues, basic marriage and family counseling, and coping with the unique pressures of institutional life. **Credits: 2.00**

### **Crisis Ministry Certification**

**MFPMN5631**

Students will become certified in at least two nationally recognized programs of training for ministry in emergency or disaster situations, such as Critical Incident Stress Management (CISM) and NOVA (National Organization for Victim Assistance) training. **Credits: 0.00**

### **Disaster Spiritual Care**

**MFPMN5632**

This course prepares and certifies ministers to respond to the emotional and spiritual needs of survivors of disasters and other traumatic events and to work with organizations of the Emergency Management Community to assist survivors. **Credits: 2.00**

### **Spirituality and Counseling**

**MFPSY5511**

This course examines the Christian Counseling field, including the history of Christian Counseling, an investigation of issues of integrating psychology and theology, and the development of a Christian worldview as a part of the counseling process. This course is a prerequisite to Practicum I (MFPSY5541). **Credits: 3.00**

### **Theories of Counseling**

**MFPSY5512**

This course surveys the major theories of personality and the associated classical and contemporary counseling theories with particular reference to how these theories are applied in the Christian counseling setting. This course is a prerequisite to Practicum I (MFPSY5541). **Credits: 3.00**

### **Counseling Methods and Techniques**

**MFPSY5513**

This course is an introduction to basic counseling skills necessary for various counseling settings. Students will examine underlying theoretical assumptions and theology applicable to counseling skills and will develop and apply these skills in a counseling setting. This course provides the experiential foundation for all practicum courses and is a prerequisite to Practicum I (MFPSY5541). **Credits: 3.00**

**Marriage and Family Counseling****MFPSY5514**

This course introduces and focuses on various theories and methods of premarital and marriage counseling. Students will consider the biblical foundation for marriage, common problems faced by couples in marriage, principles of systems relationships, and techniques for effective pre-engagement, pre-marital, and marriage counseling. This course is a prerequisite to Practicum I (MFPSY5541).

**Credits: 3.00****Crisis and Trauma Counseling****MFPSY5515**

This course prepares students for counseling opportunities following crisis and trauma events by exploring the essentials of diagnosing and treating acute and post-traumatic stress symptoms, along with related loss and grief processes. This course provides a biblical basis for crisis intervention and a context for treatment of trauma-related disorders as well as best practices in the treatment of trauma with individuals, families, and communities. **Credits: 3.00**

**Basic Counseling Ethics****MFPSY5517**

This course introduces students to basic ethical and legal aspects of the counseling field as well as standards for professional conduct. Students will study professional socialization, the role of the counselor, basic legal responsibilities and functioning, and counselor self-care. The emphasis of the course is on developing professional identity and attitudes as a Christian counselor. This course is a Prerequisite to Practicum I (MFPSY5541). **Credits: 3.00**

**Human Growth and Development****MFPSY5521**

This course is an overview of developmental process beginning prior to birth and continuing through death, including how individuals develop cognitively, emotionally, physically, spiritually, and relationally across the lifespan. Students will consider applicability of life stage development and transitions to various counseling and ministry settings. **Credits: 3.00**

**Abnormal Psychology****MFPSY5522**

This course surveys historical and modern methods of studying abnormal human behavior. It includes a focus on etiology of abnormal behavior, categories of pathology, and general treatment approaches. Students will consider the relationship between religion and mental health/mental illness and best methods of treatment in a counseling setting or referral in a ministry setting. This course is a Prerequisite to Psychopathology (MFPSY5535). **Credits: 3.00**

**Group Dynamics and Counseling****MFPSY5523**

This course includes a study of group development, processes of group interaction, and basics of conducting counseling in a group setting. Students will consider how to begin a counseling group, methods of effective group leadership and facilitation, evaluating the therapeutic results of group interaction, and ethical issues related to group process and intervention. **Credits: 3.00**

**Research and Statistics****MFPSY5524**

This course studies research design and statistical analysis as applied to counseling, behavioral science, and ministry research fields. Students will examine topics including research methodology, design, measurement, sampling, data gathering, and interpretation. Statistical analysis includes descriptive and inferential procedures for analyzing data. Students will acquire the necessary skills to integrate research into their professional decision-making process. **Credits: 3.00**

**Testing and Assessment****MFPSY5525**

Students will examine the use of assessment techniques and tools, particularly in relationship to individual, marriage, and family counseling. Students will learn to use selected evaluation and testing measures, along with ethical methods of instrument development, administration, and interpretation of results. (Prerequisite: MFPSY5512) An additional materials fee will be charged at time of registration. **Credits: 3.00**

**Career Counseling****MFPSY5526**

This course investigates the history of vocation along with major theories and techniques used in counseling individuals in career-related decisions. Students study the history, principles, and techniques in the field of vocational or career counseling. Students become familiar with, administer, and interpret assessment instruments related to career interest, career choice, and change of vocation. **Credits: 3.00**

**Family Systems and Therapy****MFPSY5527**

This course examines conceptual, theoretical, and theological issues related to family, along with issues of family health and development. The course provides a substantive understanding of the major theories of systems function and change and the applied family therapy approaches evolving from each orientation. (Prerequisite: MFPSY5514) **Credits: 3.00**

**Addictions Counseling****MFPSY5528**

This course examines the origins and trends of addictive and compulsive behaviors, treatment options, and potential barriers to treatment. Behaviors associated with substance and alcohol abuse and addictions, compulsive gambling, sexual addictions, and eating disorders are explored within a cultural and theological framework. **Credits: 3.00**

**Advanced Counseling Ethics and Professionalism****MFPSY5531**

This course considers further ethical and legal aspects of the counseling field as well as standards for professional conduct. The course will additionally focus on records management, professional organizations, inter-professional cooperation in the counseling field, licensure processes, current LPC board functioning and rules, and other state laws that regulate the counseling field. This course is taught as a capstone course and, as such, should be taken in the student's final year of study. (Prerequisite: MFPSY5543) **Credits: 3.00**

**Multicultural Counseling****MFPSY5532**

This course investigates the multiple dimensions related to competent multicultural counseling. Major ethnic groups are studied along with associated counseling approaches. Theories of multicultural counseling and systems-oriented intervention strategies (couple, family, group, and community) are examined as well as the overarching cultural context of relationships, religious and spiritual values, mental and physical characteristics, education, family values, and socioeconomic status. Attention is given to developing awareness of one's own values, attitudes, and beliefs related to counseling in a diverse society. (Prerequisite: MFPSY5541)

**Credits: 3.00****Counseling Children and Adolescents****MFPSY5534**

This course surveys major therapeutic approaches with children and adolescents. Psychological and spiritual development will be examined with a focus on how developmental processes influence counseling. Diagnosis and treatment of psychological disorders common to childhood and adolescents will also be addressed.

**Credits: 3.00****Psychopathology****MFPSY5535**

In this course, students will study diagnosis of mental disorders, the criteria for these diagnoses, psychotropic pharmacology, and the development of treatment planning skills utilized in professional/clinical mental health settings. Students will learn appropriate use of the current version of the Diagnostic and Statistical Manual of Mental Health, along with understanding uses and misuses of psychotropic medications. **Credits: 3.00**

**Independent Study****MFPSY5539****Independent Study Credits: 3.00****Practicum I****MFPSY5541**

This course offers experiential training under the guidance of an LPC-Supervisor, preparing students to provide counseling services in their remaining practicum semesters. Students will further refine basic counseling skills, will gain additional preparation in counseling ethics and professionalism, and will identify and make arrangements with their practicum placement site. (Prerequisites: MFPSY5511, MFPSY5512, MFPSY5513, MFPSY5514, MFPSY5517) **Credits: 3.00**

**Practicum II****MFPSY5542**

Students must spend 5-10 hours a week in a counseling setting, providing counseling services to actual clients. This must be done under the supervision of an individual licensed at the supervisory level for Texas LPC or LMFT state licensure (or the equivalent). (Prerequisites: MFPSY5541). **Credits: 3.00**

**Practicum III****MFPSY5543**

Students must spend 5-10 hours a week in a counseling setting, providing counseling services to actual clients. This must be done under the supervision of an individual licensed at the supervisory level for

Texas LPC or LMFT state licensure (or the equivalent). (Prerequisites: MFPSY5542). **Credits: 3.00**

#### **Practicum IV**

**MFPSY5544**

Students must spend 5-10 hours a week in a counseling setting, providing counseling services to actual clients. This must be done under the supervision of an individual licensed at the supervisory level for Texas LPC or LMFT state licensure (or the equivalent). (Prerequisites: MFPSY5543). **Credits: 3.00**

#### **Clinical Counseling I**

**MFPSY5545**

This course is for students seeking clinical training beyond the required four semesters. Students must spend 3 or more hours a week in a counseling setting, providing counseling services to actual clients. This must be done under the supervision of an individual licensed at the supervisory level for Texas LPC or LMFT state licensure (or the equivalent). Admission to this course is by professor permission only (Prerequisite: MFPSY 5544).

**Credits: 1.00**

#### **Clinical Counseling II**

**MFPSY5546**

This course is for students seeking clinical training beyond the required four semesters. Students must spend 3 or more hours a week in a counseling setting, providing counseling services to actual clients. This must be done under the supervision of an individual licensed at the supervisory level for Texas LPC or LMFT state licensure (or the equivalent). Admission to this course is by professor permission only. (Prerequisite: MFPSY 5544). **Credits: 3.00**

#### **Clinical Counseling III**

**MFPSY5547**

This course is for students seeking clinical training beyond the required four semesters. Students must spend 3 or more hours a week in a counseling setting, providing counseling services to actual clients. This must be done under the supervision of an individual licensed at the supervisory level for Texas LPC or LMFT state licensure (or the equivalent). Admission to this course is by professor permission only. (Prerequisite: MFPSY 5544). **Credits: 1.00**

#### **Clinical Clinical Counseling IV**

**MFPSY5548**

This course is for students seeking clinical training beyond the required four semesters. Students must spend 3 or more hours a week in a counseling setting, providing counseling services to actual clients. This must be done under the supervision of an individual licensed at the supervisory level for Texas LPC or LMFT state licensure (or the equivalent). Admission to this course is by professor permission only. (Prerequisite: MFPSY 5544). **Credits: 1.00**

#### **Advance Couples Counseling I**

**MFPSY5554**

This course introduces students to advanced counseling techniques and methods used in helping couples manage marital conflicts, deepen their friendships, and increase intimacy based on the Sound Relationship House Theory. Various marital assessments and interventions will also be explored. Students will have an opportunity to earn Level One Gottman Certification at the conclusion of this course. This course has a prerequisite MFPSY5514 Premarital and Marriage Counseling. **Credits: 1.00**

**Relationships in Chaplain Ministry****MFPSY5611**

A study of human relations in institutional ministry. Attention will be given to understanding the chaplain's identity and relationship to God, other individuals, groups, and the institution within which the chaplain ministers. Students will also learn about peer relationships and collegiality, as well as relationships of protégés with mentors, and supervisors with subordinates. **Credits: 2.00**

**Group Dynamics in Institutional Structures****MFPSY5612**

A study of the nature, dynamics, and interaction of groups in institutional settings. Attention will be given to how religious leaders and other group members interact within formal and informal structures and through formal and informal processes in military, health-care, correctional, corporate, and other community-related structures. **Credits: 2.00**

**Counseling Methods and Techniques****MFPSY5621**

An introduction to theories and methods of Christian counseling. Attention will be given to personality theories, counseling techniques, and theology found in Scripture, and to the integration of these principles with current psychological theories and methods. The student will learn basic counseling skills and techniques and will develop a personal model of counseling consistent with Scripture.

**Credits: 2.00****C.I. 6. Worship and Mission****Christian Witness****WMEVA5111**

An introductory study of the biblical foundations, traditions, and practice of Christian witness. Emphasis will be given to developing creative methods to share Christ and transform the church and surrounding community. **Credits: 2.00**

**Narrative in Biblical and Cultural Contexts****WMEVA5211**

Understanding the role narrative plays in shaping cultures, worldview, beliefs, values, and behaviors. Particular attention is given to the way the overarching biblical narrative and individual biblical stories can interact with various cultures to bring transformation in individuals, churches, and communities.

**Credits: 2.00****Using Biblical Storytelling in Church and Community****WMEVA5212**

Developing skill in selecting, preparing, and telling biblical stories to communicate Scriptural truth effectively in a particular church, cultural group, or other ministry context. Prerequisite: WMEVA 5211 Narrative in Biblical and Cultural Contexts. **Credits: 2.00**

**Missiology****WMMIS5111**

An introductory study that seeks to stimulate concern about, commitment to, and involvement in the Christian World Mission. The study considers a definition and explanation of the study of missions, the biblical and theological foundations of the mission, and the history of the expansion of the Faith from

the New Testament times to the present. **Credits: 2.00**

### **Issues in Contemporary Missiology**

**WMMIS5112**

An introduction to the cultural, religious, and strategic elements in Christian missions. The study includes the cultural milieu for, the strategies of, and relationship with other religions involved in the mission. The study presents the teaching of Jesus as the only Savior. **Credits: 2.00**

### **Growing Healthy Churches**

**WMMIS5121**

A study of traditional teachings, innovative strategies, and effective methods that cause churches to grow and strengthen in health. **Credits: 2.00**

### **Christian Community Development**

**WMMIS5122**

A study of the theological foundations, biblical principles, practical issues, and best practices of Christian community development to help the student and practitioner positively impact blight and systemic decay of urban neighborhoods. **Credits: 2.00**

### **Music in Missions**

**WMMIS5123**

A study of the role and functions of music in missions and evangelism. Emphasis will be given to biblical and theological foundations, communication methods, indigenous music, and developing strategies for using music in missions and evangelism. **Credits: 2.00**

### **Introduction to Church Planting**

**WMMIS5124**

Introduction to Church Planting Introduction to Church Planting consists of an examination of the various methods for discovering places where new congregations are needed and strategies for starting these. **Credits: 2.00**

### **New Paradigm Church**

**WMMIS5125**

The course will identify and analyze New Paradigm churches. The study will look at the influence these churches have on music, preaching, church structure, evangelism, discipleship, finances, and other church characteristics. The course will help students to understand the place of church growth principles and the reaction of the Emergent Church movement against such a market-place mentality.

**Credits: 2.00**

### **The Gospel and Islam**

**WMMIS5131**

The course introduces students to the religion of Islam and guides to understanding of the comparison of the teachings of Islam and Christianity on the subjects of God, Jesus Christ, and salvation. Students will do extensive reading and research on these subjects as well as noting some of the ways of presenting the truth of Jesus Christ to followers of Islam. Students will develop their own approaches to sharing the Good News with Muslims. **Credits: 2.00**

### **Directed Study in Missions I**

**WMMIS5132**

A study of Christian missions in a specific region or people group. **Credits: 2.00**

**Directed Study in Missions II**

**WMMIS5133**

A study of Christian missions in a specific region or people group. **Credits: 2.00**

**Ethnodoxology in Christian Ministry**

**WMMIS5214**

A foundational course introducing theoretical and practical tools for church planters and worship facilitators to serve more effectively. **Credits: 2.00**

**Introduction to World Religions**

**WMMIS5215**

Introduction to World Religions considers the origin and meaning of religion among humankind before turning to an introduction to many of the religious expressions various peoples currently observe. The study seeks understanding of the religions that are based on traditional worldview (Traditional Religion, animism), religions based on a cyclical worldview (Hinduism Buddhism and, New Age), religions based on linear worldview (Judaism and Islam), religions based on secular worldviews (Materialism, Atheism, Secularism). Students will study Christian approaches to followers of these religions and write a paper on ways to share the Gospel with followers of one of the religions. **Credits: 2.00**

**Worship and Mission Practicum I**

**WMPRC5201**

This practicum is a guided, independent study that integrates theoretical knowledge with the praxis of worship or missions in local or international settings. Field supervision may be required as well as sponsorship of a sending church or religious entity. **Credits: 2.00**

**Worship and Mission Practicum II**

**WMPRC5202**

This practicum is a guided, independent study that integrates theoretical knowledge with the praxis of worship or missions in local or international settings. Field supervision may be required as well as sponsorship of a sending church or religious entity. **Credits: 2.00**

**Christian Worship**

**WMWOR5111**

An introductory study of the biblical foundations, traditions, and practice of Christian worship.

Emphasis

will be given to the nature, purpose, forms, planning, and leading of corporate worship. **Credits: 2.00**

**Foundations of Christian Worship**

**WMWOR5112**

A study of the biblical, theological, and historical foundations of Christian worship. **Credits: 2.00**

**Worship Planning and Design**

**WMWOR5113**

A study of the principles of worship planning and design with an emphasis on developing services for the church year that are adaptable to various cultural contexts. **Credits: 2.00**

**Worship and Missions**

**WMWOR5114**

A study of the intrinsic and cyclical relationship of worship and missions. Attention will be given to the

use of music and worship in evangelism, the understanding of communication theory and its application in worship within a global community. The course will also focus on issues related to the use of indigenous music in Christian worship. **Credits: 2.00**

### **Worship Leadership and Technology**

**WMWOR5115**

A study of the biblical foundations, traditions, and practice of the use of technology in corporate worship. The course will prepare leaders and ministers of music to lead and communicate the Gospel through sound, lighting, visuals, and multi-media forms. The course includes hands on planning and developing of worship services using technology. **Credits: 2.00**

### **Worship, Context, and the Witness of Christian Community**

**WMWOR5116**

A study of diverse considerations for nurturing the church's full, conscious, and active participation in corporate worship. Emphasis will be given to the interrelationship between the church's worship, its context, and the impact of its communal witness. **Credits: 2.00**

### **Christian Disciplines**

**WMWOR5211**

An introductory study of the biblical foundations, traditions, and practice of Christian disciplines. Students will be encouraged to enrich their own spiritual lives and to mentor others in the disciplines of the Christian life. **Credits: 2.00**

### **Ethnodoxology in Christian Ministry**

**WMWOR5214**

A foundational course introducing theoretical and practical tools for church planters and worship facilitators to serve more effectively. **Credits: 2.00**

### **Liturgy and Ceremony**

**WMWOR5611**

A study of liturgies and ceremonies employed in settings beyond Baptist congregational life. Attention will be given to the liturgical beliefs and practices of Protestant denominations, Roman and Orthodox Catholicism, and other major world religions. Students will learn how to develop and lead worship in interdenominational and ecumenical settings, religious programs in interfaith settings, and ceremonies in public, secular, and religiously diverse settings. **Credits: 2.00**

## **C.I.7. Praxis**

### **Directed Study**

**BHCTI5100**

**Credits: 2.00**

### **Ministry Practicum**

**BHCTI5200**

A vocationally relevant, experientially based supervised internship in the praxis of ministry. **Credits: 4.00**

### **Capstone - MDiv, MACE, MAW**

**BHCTI5211**

The Capstone course is the culminating educational experience designed to evaluate acquired

competencies and readiness for ministry of professional ministry students in their field of study. The student writes a reflective paper based on competency statements related to their corresponding degree. This document is part of the student's academic file. This course is a requisite for the completion of a student's course of study. **Credits: 0.00**

### **Capstone - MAR**

**BHCTI5212**

The Capstone course is the culminating educational experience designed to evaluate acquired competencies and readiness for ministry of professional ministry students in their field of study. The faculty together with the student may design a variety of capstone experiences. Competency for ministry may be demonstrated by, but not limited to, one or more of the following: research paper, creative project, examinations (written and oral), internship, or a portfolio of work. Affirmation of teachers and supervisors will be included in the overall evaluation. This course is a requisite for the completion of a student's course of study. For students in the Master of Arts in Religion (MAR) degree program.

**Credits: 2.00**

### **Thesis - M.A.T.**

**BHCTI5213**

The thesis is a formal research paper in the field of biblical, theological, or ministry studies. A thesis prospectus must be approved by the assigned supervisor before the student begins research and writing. For students in the Master of Arts in Theology (M.A.T.) degree program. **Credits: 4.00**

### **Thesis - MAT Continuous Enrollment**

**BHCTI5216**

Continuous enrollment is required along with payment of the technology fee. (MAT) **Credits: 0.00**

### **Project - M.A.T.**

**BHCTI5223**

The Master of Arts (Theology) Project fulfills the capstone requirement and is awarded four credit units in the 34 credit-unit degree program. In contrast to a thesis, the project engages objectives in the areas of praxis and skills rather than the primary cognitive domain. The project option for the M.A.T. will not lead to further advanced study. **Credits: 4.00**

### **Project - MAT Continuous Enrollment**

**BHCTI5226**

Continuous enrollment is required along with payment of the technology fee. (MAT) **Credits: 0.00**

### **Supervised Ministry I**

**BHCTI5311**

A vocationally relevant, experientially based supervised internship in the praxis of ministry. Under the supervision of an experienced minister, the student will observe, follow guidance, and put into practice good principles of Christian ministry. Supervised Ministry may only be started after the completion of 30 units of study. (MDiv and MACE degrees) **Credits: 2.00**

### **Supervised Ministry II**

**BHCTI5312**

A vocationally relevant, experientially based supervised internship in the praxis of ministry. Under the supervision of an experienced minister, the student will observe, follow guidance, and put into practice good principles of Christian ministry. Supervised Ministry may only be started after the completion of

30 units of study. (M.Div. and M.A.C.E. degrees) **Credits: 2.00**

### **Supervised Ministry MAW**

**BHCTI5321**

A vocationally relevant, experientially based supervised internship in the praxis of ministry. Under the supervision of an experienced minister, the student will observe, follow guidance, and put into practice good principles of Christian ministry. Supervised Ministry may only be started after the completion of 30 units of study. (MAW degree, two term course) **Credits: 2.00**

## **C.II. Doctoral Degrees Course Descriptions**

### **C.II.1. Doctor of Ministry Course Descriptions**

See DMin Handbook

### **C.II.2. Doctor of Philosophy Course Descriptions**

See PhD Handbook

## **C.III. Programs at International Sites**

Since 2007, Carroll Seminary offered graduate-level programs of study to students at multiple international sites (China, Russia, Vietnam, Cuba). These programs were developed and maintained through the Seminary's partnerships with Teaching Churches in various locales. Programs of study available to students in international settings were selected based on the needs of students in a particular region and included equivalent programs to those master's programs of study offered to domestic students. Qualified graduates from international programs also may seek admission to Carroll Seminary's doctoral programs. Due to the political and religious situation in the international sites mentioned above, no new cohorts of students have been initiated since 2021.

International program records are maintained by the institution and provided to accrediting agencies and other groups as required. Specific details related to these sites will not be published in this Catalog or other widely-publicized institutional documents. Any questions regarding Master level courses at international teaching sites should be directed to the Director of Master's Degree Programs.

## **C. IV. Carroll Teaching Network (CTN)**

In 2019, Carroll Seminary entered into a partnership with Seminary Now, a subscription based, streaming video platform that delivers biblical, theological, and practical ministry training from a diverse group of leading educators and leaders. In order to streamline the efforts to serve churches and members of the CTN, beginning in January 2023, Seminary Now will become the content provider for the CTN. Carroll Seminary will offer certificates of completion through the Seminary Now platform. Associations of churches, churches, and individuals can access the Seminary Now materials through a Carroll Seminary portal.

## **C.V. Directory**

### **C.V.1. Offices**

B. H. Carroll Theological Seminary  
301 S Centre Street, Suite 412  
Arlington, TX 76010  
Phone: (972) 580-7600  
Website: <http://www.bhcarroll.edu>

### **C.V. 2. Board of Governors**

The B. H. Carroll Theological Seminary is governed by a self-perpetuating Board of Governors — up to fifteen in number. One-third of the Board are patrons or donors to B. H. Carroll Theological Seminary; one-third of the Board have educational or corporate experience; and one-third of the Board are from church constituency or cooperative groups.

#### **C.V.2.a Executive Committee**

**Mr. David Chisum**, *Chair*

President and CED, ACT Event Services, Inc. Frisco, TX

**Mr. Jeff Whitfield**, *Vice Chair*

Partner, Kelly Hart & Hallman  
Attorneys at Law  
Fort Worth, TX

**Dr. Ken Hughhins**, *Secretary*,

Pastor (Ret.), Elkins Lake Baptist Church  
Huntsville, TX

#### **C.V. 2.b. Members**

**Dr. Bruce Corley**, *Chancellor*

B. H. Carroll Theological Seminary  
Arlington, TX

**Dr. Stephen Hatfield**, *Founding Governor*

Pastor (Ret.), First Baptist Church Lewisville  
Lewisville, TX

**Dr. Rhonda Johnson**

Owner, *The Center for Counseling and Family Relationships*  
Fort Worth, TX 76137

**Mr. Jason Jones**

Chief Technology Officer,  
SimpleLTC System, Inc.  
Richardson, TX

**Mr. Neal Knighton**

Gift Officer, Buckner International

**Dr. Ruth Allen Ollison**

Pastor, Beulah Land Church  
Houston, TX

**Dr. David Ritsema**

Pastor, First Baptist Church Waxahachie,  
Waxahachie, TX

**Dr. David Strawn**

President, Ministry of Education  
College Station, TX

**Ex-officio Member**

**Dr. Gene Wilkes, *President***

B. H. Carroll Theological Seminary  
Arlington, TX

**C.V.3. Administrative Staff**

**Jolene Crouch**

Administrative Assistant, PhD Program

**Molly Floyd**

Director of Online Learning

**Carl Heath**

Director of Information Technology

**Debra Holder**, Bursar  
Director of Business Affairs

**Jeremy Varnell**  
Director of Admissions and Registrar

**Dr. C. Gene Wilkes**, *President*  
B. H. Carroll Theological Seminary, Arlington, TX

**Dr. Scott Shiffer**  
Student Advisory Council

**Jill Varnell**  
Development Coordinator

**Melanie Gray**  
Administrative Assistant

## **C.VI. Faculty**

### **C.VI.1. President and Cluster Directors**

**Gene Wilkes**  
President  
Professor of New Testament and Leadership

**Scott Floyd**  
Senior Fellow  
Professor Psychology and Counseling  
Cluster Director Ministry & Formation and Director of Master of Arts in Counseling Program

**Greg Tomlin**  
Cluster Director for Faith and Heritage  
Professor of Christian Heritage

### **C.VI.2. Carroll Fellows**

**Scott Floyd**  
Psychology and Counseling  
Director of Master of Arts in Counseling Program  
PhD and MAMFC Degrees from Southwestern Baptist Theological Seminary, Fort Worth, TX; with additional study toward the MDiv BL Degree. BA with Honors degree in Psychology from Oklahoma Baptist University, Shawnee, OK.

**Gene Wilkes**

New Testament and Leadership

PhD and MDiv degrees from Southwestern Baptist Theological Seminary. BA degree in Greek and Religion from Baylor University.

**Adlín Cotto**

Associate Professor of Christian Education and Director of Master's Degree Programs Director of Hispanic Studies PhD in Student Ministry and MACE from Southwestern Baptist Theological Seminary, Fort Worth, TX. BS in Biology, with a minor in Psychology from the University of Puerto Rico, Mayagüez Campus.

**Don Day**

Lecturer in Philosophy of Religion and Director of Library and Information Services. PhD degree from B. H. Carroll Theological Seminary; MDiv degree from Midwestern Baptist Theological Seminary, Kansas City MO; a MA in Philosophy from Boston College; and a MS degree in Library and Information Science from Simmons College, Boston MA; BA degree from Ohio University.

**John Fortner**

Faith & Heritage Cluster Director

PhD (in process), B. H. Carroll Theological Seminary, Arlington, TX; MDiv degree from Beeson Divinity School, Samford University, Birmingham, AL; MA in History from Miami University, Oxford, OH.

**Greg Tomlin**

Director of PhD Program and Professor of Christian Heritage

MA in Church History and Theology, as well as a PhD from Southwestern Baptist Theological Seminary. He also studied at Baylor University and Boston University's Seminary on Culture, Religion and World Affairs. BA in History/English from the University of Arkansas at Little Rock.

**Shannon Wolf**

Professor of Psychology and Counseling

PhD in Psychology and Counseling and MAMFC Degrees from Southwestern Baptist Theological Seminary, Fort Worth, TX; with a doctoral minor in Foundations of Education.

### **C.VI.3. Distinguished Fellows**

Distinguished Fellows are full-time faculty who, on the bases of earned degrees in their disciplines and their extensive experience, are elected by the Board of Governors; appointed by the president with assigned position descriptions; do not have other professional involvement or responsibilities; teach regularly only for Carroll Theological Seminary; are assigned to and teach in one of the four clusters in which they have formal training and teaching experience; are qualified to supervise academic research and writing; are thoroughly versed in Carroll's competency-based curriculum and are available to students to advise in the specific knowledge/understanding, values/attitudes, and skills that are required for the students' areas of study; are expected, in addition to teaching, to be involved in research, writing, or church/community service; and participate in faculty meetings devoted to curriculum design and teaching methodology.

#### **Karen Bullock**

Distinguished Professor of Christian Heritage. PhD and MDiv BL from Southwestern Baptist Theological Seminary, Fort Worth TX with a double major in Church History and Missions and a minor in Biblical Backgrounds and Archaeology. BS degree in Education from University of North Texas, Denton TX.

#### **Bruce Corley**

New Testament and Greek, Senior Fellow - Retired

ThD and MDiv degrees from Southwestern Baptist Theological Seminary, Ft. Worth TX. BSEd degree from Northeastern State University, Tahlequah OK. Additional studies include Spurgeon's College London, England and the University of Cambridge, England.

#### **William Fisher**

German and French, since 2011; Elementary Greek I and II, since 2014

PhD and MDiv from Southwestern Baptist Theological Seminary; BA in French and German from Houston Baptist University.

#### **Stan Moore**

Worship and Missions, Senior Fellow-Retired

DMA degree in Music Ministry and MCM and MM Degrees in Conducting from Southwestern Baptist Theological Seminary, Ft. Worth, TX. BME degree in Voice and Conducting from University of New Mexico. Additional studies include Escola de Português e Orientação (Campinas, Brazil), Regent's Park College (Oxford University), St. John's College (Nottingham, England), and conferences under George Barna and Dr. Robert Webber.

#### **William A. "Budd" Smith**

Foundations of Education, Senior Fellow – Retired

PhD (Foundations of Christian Education & Psychology and Family Counseling) and MA (Religious Education) degrees from Southwestern Baptist Theological Seminary; BA (Psychology and Sociology) from Georgetown College, Georgetown KY.

#### **Jim Spivey**

Faith and Heritage, Senior Fellow-Retired

**Larry Standridge**

Advanced Statistics, since 2008

PhD in Adult Education from Ohio State University; MRE degree from Southwestern Baptist Theological Seminary; BA in Communications and Bible from Baylor University.

**David Strawn**

Education and Administration, since 2004

PhD in Adult Education a minor in Foundations and additional studies in New Testament and MRE degrees from Southwestern Baptist Theological Seminary; BA in Bible and a minor in Music from Howard Payne University; post-doctoral study at Regents Park College, Oxford, England in 2004 and Regent College, Vancouver, BC, Canada, Spring 2008.

**Robert Williams**

New Testament and Historical Theology, Doctoral Supervisor, since 2009

PhD in New Testament and Early Christian Literature from the University of Chicago; MA in New Testament and Early Christian Literature from the University of Chicago; Additional study at Dallas Theological Seminary; BA in English from Rice University.

**C.VI.4. Resident Fellows**

Resident Fellows are scholars whose primary places of employment are removed from the administrative hub but who are integral members of the teaching faculty for Carroll. A Resident Fellow is an expert in a special field and is appointed annually to give instruction on a part-time or discontinuous basis. Even though the Resident Fellows do not have administrative responsibilities, they are expected to be in continual dialogue with the Cluster Directors with regard to matters concerning a chosen discipline and ways of improving the delivery of courses.

**Fernando Abella**

Gateway Español, since 2022

DMin, General Ministry Leadership, Dallas Theological Seminary, Dallas, TX; MDiv (equivalency), Dallas Theological Seminary, Dallas, TX; MA Pastoral Counseling, Liberty University, Richmond, VA; MARE Pastoral Studies, Cornerstone University, Grand Rapids, MI.

**Nick Acker**

Old Testament, since 2022

PhD, B. H. Carroll Theological Seminary, 2022; MDiv, Logsdon School of Theology, 2013; BA Howard Payne University, 2003

**David Alexander**

Growing Healthy Churches, Testimonio Cristiano, since 2021

DMin, Midwestern Baptist Theological Seminary, Kansas City, MO; MDiv SWBTS, MARE, SWBTS

**Idiko Balla**

Psychology and Counseling, since 2017

PhD in Counseling Psychology (2001) and MAMFC and MARE (1996) from Southwestern Baptist Theological Seminary in Fort Worth, TX, 2001; BA in Mathematics from Babes-Bolyai University,

Cluj, Romania.

**Don Barrick**

Worship, since 2014

DWS from Robert E. Webber Seminary for Worship Studies, Florida; MM from Southwestern Baptist Theological Seminary; BM from Wayland Baptist University.

**Wade Berry**

New Testament, Greek, 2014-2021

PhD in Biblical Interpretation from Brite Divinity School/Texas Christian University; MA in Theology from Southwestern Baptist Theological Seminary; BA in Christian Ministry from Williams Baptist College.

**Jim Browning**

Chaplain Ministry, Research in Chaplain Ministry, since 2022

Director, Marsh Center for Chaplaincy Studies, since 2020

DMin, Pastoral Care A Chaplain's Ministry to Selected Marriages Among Air Force Personnel", SWBTS, 1991; MS, Air University, Air War College; Strategic Studies; 2010; MS Boston University, Mass Communication, 1998; MDiv, Theology, SWBTS, 1981.

**William Bryan**

Old Testament, since 2004 PhD in Old Testament, B. H. Carroll Theological Seminary; DMin in Pastoral Care from Northern Baptist Theological Seminary; MDiv BL from Southwestern Baptist Theological Seminary; MBA from the University of Houston; BS in Aerospace/Ocean Engineering from Virginia Tech.

**Mentanna Campbell**

Psychology and Counseling, since 2019

PhD candidate in Counseling and Counselor Education, Current, Texas Christian University; MA in Community Mental Health Counseling, Regent University, 2014; MDiv from Southwestern Baptist Theological Seminary, Fort Worth, TX, 1995; BA Communications, Baylor University, 1992.

**Danny Cancino**

Pastoral Leadership, 2023

PhD Organizational Leadership, Regent University, Virginia Beach, VA (2019); MBS, International Business and Accounting, DBU (2005)

**Rubén Cayoja**

Liderazgo en el ministerio, 2024

PhD Leadership Studies, Dallas Baptist University, Dallas, TX; Masters in Strategic Communications, Liberty University, Lynchburg, VA

**Margie Clayton**

History and Philosophy of Education, since 2019

PhD Ministry and Formation, B. H. Carroll Theological Seminary, Arlington, TX, 2020; MACE, B. H. Carroll Theological Seminary, Arlington, TX, 2010; Master of Education/Administration, Lamar University, Beaumont, TX, 2002.

**Zoricelis Dávila**

Practicum I, II, III, Clinical Training, since 2021

PhD Counselor Education and Supervision, Liberty University, Department of Counselor Education and Family Studies; MA Marriage and Family Counseling, SWBTS, Fort Worth, TX; Liberty University, MA Education Special Study Graduate Counseling

**Chris Dinwiddie**

Psychology and Counseling, since 2011

PhD in Psychology and Counseling and MA in Marriage and Family Counseling from Southwestern Baptist Theological Seminary; BA in Psychology from Langston University.

**Paul Dorsey**

Administration, Leadership, since 2004

PhD in Adult Education and a minor in Church Administration and MRE degrees from Southwestern Baptist Theological Seminary; BS degree from Troy State University.

**Marsha Ellis-Smith**

Biblical Backgrounds and Old Testament, since 2010

PhD in Biblical Backgrounds and Archaeology and MDiv from Southwestern Baptist Theological Seminary; BME from Ouachita Baptist University.

**Malinda Fasol-Leewright**

Doctoral Supervisor

PhD in Psychology and Counseling from Southwestern Baptist Theological Seminary in Fort Worth, TX, 2010; MAMFC from New Orleans Baptist Theological Seminary, New Orleans, LA, 2001; BA in Communication and Education from William Jewell College, Liberty, MO, 1993.

**Karl Fickling**

Director of DMin Program

BA from Baylor University, and an MDiv and PhD from Southwestern Baptist Theological Seminary.

**Thomas Gamble**

Christian Education, since 2009

PhD in Christian Education and MA in Religious Education from Southwestern Baptist Theological Seminary; BA in Religion and Psychology from Wayland Baptist University.

**Paul Gritz**

Doctoral Supervisor

PhD (1987) and MDiv (1980) from Southwestern Baptist Theological Seminary in Fort Worth, TX; MA from Oxford University, England, 1974; BA in History from Oklahoma Baptist University, Shawnee, OK, 1972.

**Osbel Gutiérrez**

Interpretación bíblica, 2024

PhD in Theological Education, Seminario Teológico Centroamericano (SETECA), Guatemala (2020); M.Th. in Systematic Theology from Seminario Teológico Bautista del Sur de Brasil, Río de Janeiro, Brasil (2018).

**Rob Hewell**

Worship, since 2011

DMin in Worship from San Francisco Theological Seminary; MCM from Southwestern Baptist Theological Seminary; BME from Midwestern State University.

**Danny Howe**

Theology, since 2014

PhD in Theology and MDiv from Southwestern Baptist Theological Seminary; BA in Bible from Howard Payne University.

**Dawn Irons**

Spirituality and Counseling, since 2022

PhD, BHCTI Psychology and Counseling; Master of Arts in Counseling, Dallas Baptist University

**Rhonda Johnson**

Psychology and Counseling, since 2015

PhD in Psychology/Counseling from Southwestern Baptist Theological Seminary, Fort Worth, Texas; MA in Marriage and Family Counseling and MACE from Southwestern Baptist Theological Seminary; BA from Oklahoma Baptist University.

**Rick Johnson**

Old Testament, Doctoral Supervisor, since 2007

PhD and MDiv from Southwestern Baptist Theological Seminary; BA from Louisiana College; additional Studies at Eberhard Karls Universitat, Tubingen, Germany.

**Sarah Johnson**

Children and Family Ministry courses, since 2022

DEdMin, Leadership, expected graduation date Dec. 2024; MDiv George W. Truett Theological Seminary, Waco, TX, 2007; BA, University of Mary Hardin-Baylor, Belton, TX, 2004

**Hongnak Koo**

Evangelism, since 2017

PhD in Evangelism and New Testament from Southwestern Baptist Theological Seminary, Fort Worth, TX (2008), where he received the W. Fred Swank Evangelism Award in 2009.

**Steve Lemke**

Religious Landscape, Apologetics, 2023

PhD Southwestern Baptist Theological Seminary, Philosophy of Religion, Ethics and Preaching; MDiv and MRE, SWBTS, Fort Worth, TX

**Milton Lites**

Doctoral Supervisor, since 2016

Doctor of Musical Arts (1988) from Southwestern Baptist Theological Seminary in Fort Worth, TX; MA of Music (1962) from Southwestern Baptist Theological Seminary in Fort Worth, TX; BA in Music (1959) from Louisiana Tech University, Ruston, Louisiana.

**Russell Meek**

Biblical Languages I- Old Testament Hebrew; Old Testament II, 2003

PhD Midwestern Baptist Theological Seminary, Biblical Languages, Old Testament; MDiv, MBTS, Biblical Languages

**Dinorah Méndez**

Doctoral Supervisor, Herencia Cristiana y Herencia Bautista, 2024

PhD at the Oxford Centre for Missions Studies and University of Wales, Oxford, UK (2005); MDiv with Biblical Languages from Southwestern Baptist Theological Seminary, Fort Worth, TX (1993); BA in Theology and Church History Seminario Teológico Bautista Mexicano, Mexico (1989); BSc in Informatics, Instituto Tecnológico de Durango, Durango, Mexico (1983).

**Darren Middleton**

Philosophy, Doctoral Supervisor, since 2012

PhD in Literature and Theology at the University of Glasgow, Scotland; MPhil from the University of Oxford, England; BA from the University of Manchester, England in Theology and Religious Studies.

**María Monteiro**

Adoración Cristiana, 2024

PhD in Church Music, minor in Ethnomusicology, Baylor University, Waco, Texas (2021); Certificar of Graduate Studies in Musicology, Duke University, Durham, North Carolina (1998); Master of Music, Baylor University, Waco, Texas (1991)

**Milton Morocho**

Old Testament I, II, III, since 2022

PhD Theology, Clark Summit University, Clark Summit, Pennsylvania, 2021; ThM Bible Exposition: Old and New Testament, 2016; MA Exegetical Theology, Western Seminary, Portland, OR, 2003.

**Walter Norvell**

Christian Disciplines, since 2008

PhD (Major – Foundations of Education, Minors – Youth Ministry and Church Administration) and MA in Religious Education degrees from Southwestern Baptist Theological Seminary; MS in Counseling and Personnel Services from University of Memphis; B.A. in Sociology from Union University.

**Carlos Pacheco**

Apologética, 2023

PhD Christian Management and Leadership, Trinity Theological Seminary, Newburg, IN, 2014; PhD Trinity Theological Seminary, 2012; Master of Arts in Biblical and Theological Studies, Luther Rice Seminary, Lithonia, GA, 2002

**Elsen Portugal**

Worship and Missions, Liturgy and Ceremony, since 2020

PhD Worship and Missions, Ethnodoxology and Cross Cultural Arts Development, B. H. Carroll Theological Seminary, Arlington, TX, 2020; Master of Music, University of Central Arkansas, Conway, 2011; MA Biblical Studies Patriot Bible University, Colorado Springs, 1994; Bachelor of Music-Piano Pedagogy, East Texas Baptist University, Marshall, TX, 1988.

**Albert Reyes**

Leadership, since 2018

PhD Leadership (Global Leadership Concentration), School of Education, Andrews University, 2009; DMin Missiology and MDiv Theology, School of Theology, Southwestern Baptist Theological Seminary, Fort Worth, TX; BS Administration Management, School of Business, Angelo State University, 1981.

**Joshua Rose**

Ministry and Formation, since 2015

PhD in Foundations of Education from B. H. Carroll Theological Seminary; MA in Christian Education from Southwestern Baptist Theological Seminary; BA in History from University of Texas at Arlington.

**Lori Ryan**

Psychology and Counseling, since 2017

PhD in Ministry Formation (Counseling) from B. H. Carroll Theological Seminary, 2017.

**Robert Schulze**

New Testament and Greek, since 2011

PhD in New Testament and MDiv degrees from Southwestern Baptist Theological Seminary; BA in Religion from University of Mary Hardin-Baylor.

**Scott Shiffer**

Christian Theology, since 2011

PhD in Theology from B. H. Carroll Theological Seminary (2014); MA in Theology from Southwestern Baptist Theological Seminary (2005); BA in Biblical Studies from Dallas Baptist University (2002).

**Grace Lynn Shockey**

Christian Witness, Missiology, Issues in Missiology, since 2022

Doctor of Missiology, Intercultural Studies and Women in Mission, Malaysia Baptist Theological Seminary, 2021; MCM, SWBTS, 1982; Bachelor of Music Education, 1980, University of South Carolina.

**Clayr Simmacher**

Premarital and Marital Counseling, 2023

PhD in Counseling and Supervision, New Orleans Baptist Theological Seminary, 2021; MA in Marriage and Family Counseling, Southwestern Baptist Theological Seminary, 2008; Bachelor of Arts in Psychology, Minor in Sociology, Southern Methodist University, 2008

**Arcadis Solano Silvera**

Nuevo Testamento I, II, III- 2024

PhD (en proceso), Seminario Teológico B. H. Carroll; Maestría en Teología, Seminario Teológico B. H. Carroll

**Gregory Snyder**

Old Testament Hebrew I, II, III, since 2022

PhD in Judaic, Hebraic, and Cognitive Studies, Hebrew Union College-Jewish Seminary of Religion, 2019; M.Phil. in Judaic, Hebraic, and Cognate Studies, Hebrew Union College-Jewish Seminary of Religion, 2009; MA Theology, SWBTS, 2000; MBA, Texas Christian University, 1996

**Oscar Toledo**

Cuidado Pastoral, 2023

Doctorate of Ministry (Dmin), Leadership, Midwestern Baptist Theological Seminary (2016); Southern Baptist Theological Seminary (added credits for Doctoral Studies) (2013); Houston Graduate School of Theology, M.A. (2005)

**Justin Tollison**

Christian Heritage, since 2013

PhD in Christian Heritage from B. H. Carroll Theological Seminary; MDiv from Southwestern Baptist Theological Seminary; BA in Bible at Hardin-Simmons University.

**Daniel Tran**

Religious Worldviews, (Vietnam), since 2013

DMin and MTh from Dallas Theological Seminary; MCM from Asian Theological Seminary, Philippines; BA in English from the University of Dalat, Vietnam.

**Julio Varela**

Christian Theology, since 2022

PhD Theology, Understanding the relationship of the book of life with divine election and the believer's eternal security, Piedmont International University; MS Bible and Theology; Calvary Bible College; MA in Christian Theology, Calvary Bible College; MDiv Pastoral Studies, Calvary Bible College

**Tommy Vaughn**

Psychology and Counseling

PhD in Psychology/Counseling from B. H. Carroll Theological Seminary, 2016; DEd Min (2003) and MARE(1996) from Southwestern Baptist Theological Seminary; MA in General and Clinical Psychology from East Tennessee State University, 1985; BS Psychology, Wofford College, Spartanburg, SC, 1983.

**Dennis Wilkins**

Christian Ethics, Christian Theology I, Philosophy of Religion, since 2022

PhD, Systematic Theology with New Testament minor and related studies in Philosophy of Religion, SWBTS, 2010; MDiv SWBTS, 1999; BA Christian Studies, Union University, 1995.

**Reagan White**

Philosophy of Religion, since 2013

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