Oak Hills Christian College

ACADEMIC CATALOG

2018-2019

THE LEGACY CONTINUES

ACADEMIC CATALOG

2018-2019

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Bemidji, MN 56601
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oakhills.edu

ADMISSIONS OFFICE
1-866-307-OHCC (6422)
admissions@oakhills.edu

The most up to date version of the Oak Hills Christian College academic catalog is available on the college's website at oakhills.edu.

This catalog is intended to be an accurate representation of Oak Hills Christian College. However, the college reserves the right to make changes as circumstances may require. We will attempt to communicate any such changes to faculty, staff, and students involved.

Oak Hills Christian College is an interdenominational Christian college that welcomes all applicants who are personally committed to faith in Jesus Christ. We do not discriminate on the basis of race, gender, age, physical ability, and national or ethnic origin in the administration of our educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

2017.2.26

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MESSAGE FROM THE PRESIDENT

Welcome to Oak Hills Christian College! I am delighted that God has led you to consider becoming part of what He is doing here.

Oak Hills Christian College is a unique learning community that is making a significant impact in our region, our nation, and the world. As a student you will be immersed in the study of the Word of God. Through constant engagement with the Bible you will grow in your love for God and for people. You will be encouraged and challenged to think biblically. You will find direction for your life. You will be equipped to utilize your unique personal gifts in a way that makes an impact for Jesus wherever he leads you.

As a student you will study, learn, grow, play, laugh, cry, and pray together with fellow students, many of whom will become life-long friends. You will be part of a close-knit community that serves as a catalyst for your personal spiritual growth.

I know this is true because God used Oak Hills to change my life. Decades ago I came to Oak Hills as a student after two years on secular college campuses. My hair was longer then - without a trace of grey. And I was in many ways a reflection of my 70s generation - a little rebellious, skeptical, having a "prove it to me" attitude. But I also had a sense that God had called me to Oak Hills. I was amazed at the difference in atmosphere and focus. Classes began with prayer. Instructors genuinely cared about each student. The curriculum was based upon the Word of God. My questions were answered with respect - never condescension. I not only learned, I learned how to learn. And the presence of Christ was evident. I was astonished as I walked through the Administration Building one day to see a twenty-dollar bill tacked to a hallway bulletin board with a little note affixed to it that said

"Whose is this?" That kind of honesty and trust would have been inconceivable on a secular college campus in those days. But it was - and is - typical at Oak Hills.

Through the Student Outreach program, you'll have opportunity to use what you're learning in serving others. Internships, mission trips, and a variety of campus events will help shape your passion and calling, andincrease your effectiveness as a follower of Christ.

My own student outreach experiences included teaching, preaching, leading a Bible study at St. Cloud Reformatory, and mission trips to northern Canada. God used these experiences to solidify His direction and call on my life to pastoral ministry.

Oak Hills Christian College is also part of the Oak Hills Fellowship which includes a Christian Camp, a Center for Native American Ministries, and a Church Ministries Department that are being used by God to transform lives. Our college is a multi-ethnic and multi-cultural learning experience where ministry and mission are part of the total learning experience. At Oak Hills you will have opportunity to learn, grow, observe, and take part in things that matter forever! It will change your life! It changed mine. Come grow with us!

Together with you in His service,

Martin Giese
President

DOCTRINAL STATEMENT

SCRIPTURES: We believe the Scriptures of the Old and New Testaments are all verbally inspired by God, without error as originally written, and our only infallible rule of faith and practice.

GOD: We believe God is the creator and externally exists in three persons - the Father, the Son, and the Holy Spirit - and these three are one God; having precisely the same nature, attributes, perfection, and worthy of precisely the same worship, honor, confidence and obedience.

THE SAVIOR: We believe the Lord Jesus Christ is God manifest in the flesh. We hold to His virgin birth, sinless life, vicarious death, bodily resurrection, His ascension into heaven, His present high priestly ministry, His translation of the church, and His personal premillennial return to set up an earthly kingdom.

THE HOLY SPIRIT: We believe the Holy Spirit is the third Person of the Trinity who convicts the unsaved and effects the full salvation of the believer.

MANKIND: We believe that all human beings are made in the image of God and, therefore, have dignity and worth. We further believe that, through the fall of mankind in Adam, all are sinners by nature and stand in need of regeneration.

SALVATION FOR SINNERS: We believe salvation was provided through Jesus Christ by His substitutionary and sacrificial death on the cross, sufficient for all, taking every legal obstacle out of the way, and that all must be born again or be forever lost.

ETERNAL LIFE: We believe eternal life is the sovereign work of God's grace given to those who believe and receive Christ.

TWO DESTINIES: We believe the destiny for the believer is to be present (at home) with the Lord and for the unbeliever is to be separated from the presence of the Lord in everlasting punishment.

THE CHURCH: We believe the church is an organism of which Christ is the head, made up of individual believers who have been saved by personal faith in the Lord Jesus Christ through the grace of God and baptized into Christ's body by the Holy Spirit.

ONE COMMISSION: We believe the great evangelistic and missionary commission given by Jesus Christ to the disciples and to the continuing church is that of making Christ known by word and example and bringing to maturity those who believe by instruction in the Word.

OBJECTIVES

Oak Hills Christian College strives to see students grow in these five areas.

GROWING IN FAITH AND WORSHIP: Students are committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.

UNDERSTANDING THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.

UNDERSTANDING OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview to others, and to interact meaningfully with their own and other cultures.

INTEGRATING FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.

SERVING OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

MISSION STATEMENT

Oak Hills Christian College is a Christian academic community whose mission is to provide biblically centered higher education which contributes to growth towards Christ-likeness and prepares students for effective service in their homes, careers, churches, and communities.

To accomplish its mission, OHCC uses the means of undergraduate higher education, including the study of the Bible as central to the formation of a Christian life and worldview; the study of human thought, history, and culture; the study of theory and skills of Christian ministry; and the application of this learning in ministry and internship experiences.

Academic programs are conducted within the context of a Christian college community in which all members are encouraged to treat each other respectfully as persons made in the image of God. Oak Hills seeks to serve a broad section of qualified students who profess faith in Christ and who desire a Bible-centered education.

HISTORY OF OHCC

In August of 1925, six men with a vision met under a big oak tree on the shores of Lake Marquette near Bemidji, Minnesota. They asked God for the land to be used as a Christian camp and training facility, and God answered their prayer. Through donations from friends and by using their own money, they accumulated $250 to purchase 14 acres of lakeshore property.

That oak tree became known as the Prayer Oak, and the organization became known as Oak Hills Fellowship. After two decades of ministry in camping, evangelism, and church planting, the second part of their vision began with the development of a training facility. The purpose of this facility, known as Oak Hills Christian Training School, was to provide instruction in the Bible, Christian character, and fellowship. The first graduating class of four men and three women took place on April 8, 1949.

Oak Hills Christian Training School became Oak Hills Bible Institute in 1961, Oak Hills Bible College in 1985, and Oak Hills Christian College in 1998. The name and academic criteria have changed over the years, but the original purpose of teaching and equipping men and women to be effective servants of Jesus Christ continues to guide us.

ACCREDITATION & REGISTRATION

ASSOCIATION FOR BIBLICAL HIGHER EDUCATION

Oak Hills Christian College is accredited by the Commission on Accreditation of the Association for Biblical Higher Education. They are located at 5850 T.G. Lee Blvd., Ste. 130, Orlando, FL 32822, (407)207-0808.

COUNCIL FOR HIGHER EDUCATION ACCREDITATION

The Association for Biblical Higher Education is recognized by the Council for Higher Education Accreditation (CHEA). This affirms that the standards and processes of the accrediting organization are consistent with the academic quality, improvement, and accountability expectations CHEA has established.

PURPOSE OF ACCREDITATION

Accreditation assures students of high quality education. Accredited status is also significant in the transfer of credits. However, the transfer of credit is always at the discretion of the receiving school.

MINNESOTA OFFICE OF HIGHER EDUCATION

Oak Hills Christian College is registered with the Minnesota Office of Higher Education pursuant to sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Students may contact the Minnesota Office of Higher Education to file a grievance at: http://www.ohe.state.mn.us/mPg.cfm?pageID=1078

AFFILIATIONS & MEMBERSHIPS

DENOMINATIONAL AFFILIATION

Oak Hills Christian College is interdenominational; we are not associated with any one denomination. Our students, staff, and faculty come from a variety of churches. We welcome all applicants who are personally committed to faith in Jesus Christ.

TRANSFER AGREEMENT WITH CROWN COLLEGE

Oak Hills Christian College and Crown College (St. Bonifacius, MN) have entered into a cooperative agreement regarding students who transfer to Crown College for programs not available at OHCC. Benefits include arrangements for the transfer of credits and the possibility of a cooperative grant. Contact the Admissions Office for more information.

FINANCIAL ACCOUNTABILITY

Oak Hills is a charter member of the Evangelical Council for Financial Accountability.

INTERCOLLEGIATE ATHLETICS Oak Hills Christian College intercollegiate athletics are members of the Northern Intercollegiate Athletic Conference (NIAC), the Association of Christian College Athletics (ACCA), and the National Christian College Athletic Association (NCCAA).

NC-SARA

Oak Hills Christian College is approved to participate in the State Authorization Reciprocity Agreement. SARA is overseen by a National Council and administered by four regional education compacts. The State Authorization Reciprocity Agreement is an agreement among member states, districts and territories that establishes comparable national standards for interstate offering of postsecondary distance education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state.

National Council for State Authorization Reciprocity Agreements
Approved Institution

OHCC CAMPUS

LAKESHORE LOCATION

The beautiful 185-acre campus of Oak Hills Christian College is located on the shores of Lake Marquette. We are four miles from the city of Bemidji, a regional hub for education, entertainment, shopping, healthcare, and recreation.

CAMPUS HOUSING

Acorn - Apartment building houses over 24 students.

Southgate - Apartment building for married couples and families.

Thompson Hall - Houses Student Life offices, separate wings for men and women. Each wing has a laundry room and kitchenette. All rooms have a bathroom and AC units.

FELLOWSHIP CENTER

Houses the chapel , faculty offices, classrooms, student lounge, tutoring center, archives, and Cummings Library.

SCHREIBER ACTIVITY CENTER

Houses the Welcome Center, Admissions Department, Financial Aid Office, Alumni and Advancement Department, Bookstore, Business offices, Facilities Department; Conference room, Athletic Department, Food Service, Gymnasium, and Fitness room.

VALLEY VIEW STUDENT CENTER

This building is a multi-purpose building; includes multiple seating areas, fireplace, flat screen TV, classroom, conference space, creative arts, and practice rooms

PRAYER CHAPEL

A small building designed specifically for prayer. It has a beautiful view of the lake and a worshipful atmosphere.

STUDENT LIFE

OHCC COMMUNITY

OHCC seeks to povide a healthy community based on bibical principles where students can learn and mature through their academic studies, personal relationships, and life experiences. Our desire is that students will learn to love God wholeheartedly, love people as He does, and influence others to follow Him.

STANDARD OF CONDUCT

The five OHCC objectives (see page 4) are the foundation for each student's education and experience at Oak Hills. Our standard of conduct is based on the premise that all individuals in our college are committed to these objectives for themselves and for other students.

We believe the Bible is our authoritative guide for faith and practice. As followers of Jesus Christ, we are responsible for living in a way that reflects His character and priorities.

At Oak Hills Christian College we are dedicated to coming alongside each student and facilitating spiritual growth. We seek to encourage students as they develop Christ-likeness and will teach or confront in love when needed.

STUDENT LIFE DEPARTMENT

The Student Life Department consists of the Dean of Student Life, and the Associate Dean of Women. They provide leadership and supervision for the campus and community. In supporting the mission statement and objectives of Oak Hills Christian College, the Student Life staff seeks to:

1. Assist students in developing their faith and relationship with Jesus Christ.
2. Love and pray for the students.
3. Cultivate an environment where Christlike relationships and community are built.
4. Provide a secure and healthy campus to enhance the experience of college life.

COMMUNITY LIFE HOUR

Our Community Life Hour (CLH) provides a time for the Oak Hills community to come together for special times of learning, fellowship, prayer, celebration, worship, and exchange of community information.

Because these services are essential activities in the education program of Oak Hills Christian College, regular attendance is required of all of our on-campus students and is a requirement for graduation. Small groups, which give our students, faculty, and staff an opportunity to interact in a less formal setting, are also a part of CLH.

CAMPUS ACTIVITIES

Our beautiful lakeside campus provides many options for outdoor activities. These include hiking, canoeing, biking, cross-country skiing, sledding, fishing, and more! The fitness room, foosball, and ping-pong are also available. There are many activities which provide relationship-building opportunities for students. These are great ways to develop friendships, practice Christian principles, and help balance the pressure of formal study.

FOOD SERVICE

The OHCC food service is operated by staff and student workers. We provide nourishing, well-balanced meals. Food service is available weekdays and weekends whenever classes are in session.

CAMPUS HOUSING

Single students under age 21 are expected to live on campus during their freshman and sophomore years. Part-time students need special permission to live in campus housing.

HEALTH SERVICE

A cooperative relationship has developed between OHCC and Bemidji State University to provide low cost, quality healthcare and health education for students. Participation is mandatory for full-time students who do not have health insurance and optional for those who can provide proof of insurance.

INTERCOLLEGIATE ATHLETICS

OHCC is the "Home of the Wolfpack." We offer a small variety of sports:

- Men's Basketball
- Women's Basketball & Volleyball
- Men & Women's Cross Country

INTRAMURAL ATHLETICS

OHCC has other opportunites for students to be invloved with other various intramural activities such as:

- Flag Football
- Basketball
- Ultimate Frisbee
- Floor Hockey, and more.

STUDENT HANDBOOK

Complete information about campus services and community guidelines are in the OHCC Student Handbook. This information may be found on our website, or you may contact the Admissions Office to request a copy.

ACADEMIC POLICIES

ACADEMIC YEAR

Oak Hills Christian College operates on an academic system consisting of fall and spring semesters. The length of each semester is approximately 16 weeks. Class instruction consists of one 55-minute weekly period for each semester credit.

DEFINITION OF A CREDIT HOUR

The college follows the Federal Definition of the Credit Hour:

An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15 weeks for one semester of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Regardless of the course modality, classes will be consistent in terms of purpose, scope, quality, assessment and expected learning outcomes.

Students enrolled in classes delivered by an alternative means shall not be denied access to advisement, grievances, or other key academic rights and services, nor shall they be excused from the academic responsibilities expected of all students.

TIME OF ENTRANCE

Students are welcome to enter school either semester. However, entering fall semester provides the best opportunity for taking courses in the preferred order. Adult & Professional Studies (APS) online degree-seeking students may enter at any time.

COURSE LOAD

The minimum load for a full-time student is 12 semester credits and the normal course load is 15-16 credits. In order to receive a full Minnesota State Grant, a student must be registered for at least 15 semester credits. Any load exceeding 18 credits requires special permission. An overload fee will be charged.

ACADEMIC FILES

Students may view their academic files at any time during normal Registrar office hours. The files must not be removed from the Registrar's Office.

PRIVACY OF STUDENT RECORDS (FERPA)

The Family Education Rights and Privacy Act of 1974 (FERPA) was written specifically for students and guarantees them three primary rights: the right to inspect and review their education records, the right to seek to amend their education records, and the right to have some control over the disclosure of information from those education records.

Oak Hills Christian College may disclose information on a student without violating FERPA regulations through what is known as directory information. This includes name, address, telephone listing, email address, date and place of birth, photo, major field of study, dates of attendance, degrees awarded, and dates the degrees were received. This information may be disclosed without the consent or knowledge of the student unless the student has notified OHCC in advance of his/her desire for their records to remain confidential. Further information will be given to students at registration.

Students have the right to file a complaint with the US Department of Education concerning alleged failures by OHCC to comply with the requirements of FERPA. These may be sent to: Family & Policy Compliance Office, US Dept. of Education, 600 Independence Ave. SW, Washington, DC 20202.

FREEDOM OF INQUIRY AND EXPRESSION

OHCC does not limit the freedom of staff or students for inquiry or expression, provided they are in pursuit of the objectives of the school and do not infringe on the rights of others.

STUDENT CLASSIFICATIONS

Full-time: a student who is registered for 12 or more semester credits.
Part-time: a student who is registered for at least one course for credit and less than 12 total semester credits.
Non-degree: a student who is enrolled for 1-5 credits in continuing education (for credit, non-degree) or auditing.
Freshman: a student who has completed 0-32 credits and is working toward a degree.
Sophomore: a student who has completed 33-62 credits and is working toward a degree.
Junior: a student who has completed 63-94 credits and is working toward a degree.
Senior: a student who has completed 95 or more credits and is working toward a degree.

PROGRAM REQUIREMENTS

Students are required to fulfill the program requirements listed in the catalog at the time of enrollment. If a student selects a catalog later than the one in effect at enrollment, he/she cannot return to the previous catalog.

If a student drops out for more than four consecutive semesters (excluding summer), the requirements of the catalog in effect at the time of re-enrollment must be met.

If a student with fewer than 30 credits remaining to complete their bachelor's degree drops out for more than six consecutive semesters (excluding summer), the requirements of the current catalog in effect at the time of re-enrollment must be met.

PROGRAM PLANNING/ADVISORS

Each student is assigned a faculty advisor to assist with academic program planning and to give guidance and encouragement. Even though the student is ultimately responsible for planning his/her program, the faculty advisor provides assistance in class selection and is available when the student needs advice.

ACADEMIC INTEGRITY

Oak Hills Christian College stands on the principles of truth and honesty as essential biblical principles for life. It is expected that these principles will be followed in all academic activity.

Violations of academic integrity include plagiarism, cheating, unauthorized collaboration or copying, excessive revision done by someone other than the student, violating copyright laws, sabotaging another student's work, or submission of the same assignment for more than one course without prior consent of all instructors concerned. Intellectual dishonesty infractions will be confronted and may result in suspension or dismissal from OHCC. Further information is available through the registar or Dean of the College.

ATTENDANCE POLICY

Oak Hills Christian College considers class attendance to be a vital part of education and expects students to regularly attend class. We recognize that students have responsibilities and mitigating circumstances that sometimes interfere with class attendance. Our basic attendance policy states: a student who misses more than 25% of the class sessions (excused or unexcused) will fail the course. In some cases the "Extended Campus Absence" policy will apply.

Each instructor has the prerogative to adopt a more stringent attendance policy. This information will be included in the syllabus for each class. Complete details on the OHCC attendance policy are listed on the website (oakhills.edu).

EXTENDED CAMPUS ABSENCE

A student who must be physically absent from campus for an extended period may complete his/her current courses if the following apply:

1. The reason for the absence is serious physical or mental health illness, hospitalization, death in the family, or similar situation. Documentation must be provided.
2. The student has a GPA of 2.0 or higher and is not on academic probation.
3. The absence is for 50% or less of the semester.
4. The student is current with course assignments and responsibilities.
5. The instructor agrees to continue working with the student throughout the absence.

GRADING SYSTEM

A	= Excellent	*4 grade points*
B	= Above average	*3 grade points*
C	= Average	*2 grade points*
D	= Below average	*1 grade point*
F	= Failure	*0 grade points*
I	= Incomplete	
W	= Withdrawn	
P	= Passing (not included in GPA)	
PE	= Passing excellent (not included in GPA)	
PS	= Passing satisfactory (not included in GPA)	
NP	= Not passing (not included in GPA)	
W	= Withdrawn (not included in GPA)	

COMMUNITY LIFE HOUR (CLH) REQUIREMENT

In order to graduate, students must earn one CLH unit per equivalent full-time semester of enrollment at OHCC. Basic requirements for continuous enrollment are as follows:

4-year degree = 8 CLH units
2-year degree = 4 CLH units
1-year certificate = 2 CLH units

Missing more than 11 CLH sessions will result in not earning a CLH unit for that semester.

The CLH requirement will be modified as necessary for Camp Ministry majors, and students with internships out of the local area. There is no requirement for CLH for Adult & Professional Studies (APS)/online students. See the Chaplain for more information.

RESIDENCE REQUIREMENT

In order to receive the following degrees, the student must complete the indicated hours in residence. "In residence" refers to courses completed at OHCC.

Bachelor of Arts: 30 hours (15 in biblical studies, 15 in second major). The second major requirement is waived for Camp Ministry.
Bachelor of Science: 27 hours (15 in major; 12 in required upper level biblical studies - 3-Torah 3-Romans, 3-Advanced Hermeneutics, 3-Senior Seminar)
Associate in Arts: 22 hours (8 in biblical studies)
Certificate in Biblical Studies: 15 hours (8 in biblical studies)

CLASSROOM USE OF ELECTRONIC DEVICES

OHCC recognizes the potential benefit and the possible misuse of electronic devices in the classroom. Laptop computers and other electronic devices (cell phones, PDA's, MP3 players, etc.) are to be used only for class-related activities when used in the classroom. Using them for email, text messaging, Facebook, games, unrelated homework, etc. during class is unacceptable. Failure to comply may result in the loss of the privilege to use electronic devices during class time for the rest of the semester. Instructors have the authority to ban all electronic devices (including laptops) from class.

ACADEMIC POLICIES CONTINUED

COURSE CANCELLATION

Any course may be cancelled due to insufficient enrollment.

COURSE SUBSTITUTION/WAIVER

The college reserves the right to substitute or waive a course requirement. Students must complete a Substitution Waiver Form and get approval from their advisor, Department Chair, Dean of the College and Registrar.

CREDIT FOR PRIOR LEARNING

The faculty may substitute previous learning for academic credit. Students must demonstrate they have met the objectives of the course/s to be substituted. Additional policies are available in the Registrar's Office. The maximum credits for prior learning is 12.

ADDING AND DROPPING CLASSES

A student may add or drop a class through the 10th day of the semester by seeing his or her advisor. A student may withdraw from a class through the end of the 10th week of the semester by seeing his or her advisor. Withdrawing from a class after the 10th day of the semester will affect the student's Satisfactory Academic Progress.

An online course may not be added after the first start day of the course. Students may drop an online course through the first six days of the course. Any subsequent withdraw will affect the student's Satisfactory Academic Progress

WITHDRAWAL FROM THE COLLEGE

Students needing to withdraw from the college must do so no later than the 10th day of the semester in order for Satisfactory Academic Progress to remain unaffected. If a student withdraws after the 10th day of the semester, the student's Satisfactory Academic Progress will be negatively affected.

Students intending to withdraw from the college must complete the withdraw process prior to the end of the 10th week of the semester. The student is required to contact their academic advisor or the Assisted Learning Program Director before beginning this process. The student will need to see the Registrar to fill out the necessary paperwork for withdrawing from the college.

Students who wish to withdraw from the college after the deadline, for non-academic reasons only (e.g., a medical emergency, family crisis, etc.), must see the Registrar to fill out an Administrative Withdraw Appeal. This appeal will require documentation. Once approved, a "W" withdraw will be applied to all courses.

INCOMPLETES

If a student has legitimate reasons for needing an extension, he or she must complete and submit an "Incomplete Form," available from the Registrar's office, before the last day of class for the semester. Reasons recognized include medical emergencies, physical and/or mental illness, or a family crisis.

All incompletes must be completed by the end of the following semester, with spring semester incompletes to be finished prior to fall semester. Any incompletes remaining at the end of this period will be graded an "F."

DISMISSAL GRADES

Any student dismissed from the college prior to the 10th week of the semester will have the grade "W" applied to the courses in which they are currently enrolled. These grades do not affect a student's grade point average.

TRANSFER OF CREDIT

General policies for the transfer of credit are as follows:

1. Credits earned through CLEP (College Level Examination Program) and AP (Advanced Placement) will be evaluated by the Registrar on a course by course basis. CLEP courses will be used to waive the course requirement and the credit requirement.
2. Credits earned at other schools with a grade of "C" or better may be transferred to OHCC and applied toward graduation, provided those credits meet the program requirements. Pass/no pass courses will transfer if the pass reflects a 70%.
3. The institution needs to be recognized by an accrediting agency or acknowledged by OHCC.
4. Students may be asked to validate equivalent subjects taken at non-accredited schools. After equivalency has been approved, the credits will be pending official approval until the student achieves a minimum GPA of 2.0. This must be done during the student's first year at OHCC, or the transfer credits will be lost, except where an articulation agreement exists.
5. The number of credits transferred from non-accredited schools may not exceed 34 semester credits, except where a cooperative agreement exists.

DEAN'S LIST

In order to qualify for the Dean's List (determined each semester), students must be full-time, have a semester GPA of 3.50 or above, and must not have a grade below a "C" or a "No Pass" on their transcript for the semester.

GRADUATION HONORS

Graduating B/BA/BS students who have completed the equivalent of four full-time semesters in residence will be awarded graduation honors based on the following grade point averages:

3.90-4.0 Summa Cum Laude
3.75-3.89 Magna Cum Laude
3.50-3.74 Cum Laude

These honors will be printed in the graduation program.

GRADUATION REQUIREMENTS

General requirements for graduation are as follows:

1. All program requirements must be completed as listed in the catalog at the time of enrollment or in the chosen subsequent catalog.
2. Students must attain a minimum cumulative grade point average of 2.0 in courses taken at OHCC.
3. No grade below a "C" will count toward any B/BA/BS Biblical Studies major, any BA/BS second major, the Christian Ministry core, Senior Seminar, and program specific General Education courses.
4. Documentation of cooperative credits (Camp Ministry) and transfer credits.
5. Residence requirement must be fulfilled.
6. Community Life Hour requirement must be fulfilled.
7. Christian character and conduct as described in the OHCC Student Handbook must be demonstrated.

Please note: *Transcripts and diplomas will not be released until the student's account is paid in full.*

TRANSCRIPT REQUESTS

Oak Hills Christian College transcripts must be requested in person or in writing, (Data Privacy Act 1974) from the Registrar's Office at OHCC, as well as online through Oak Hills' website. The transcript fee is $5.

SATISFACTORY ACADEMIC PROGRESS & ACADEMIC DISMISSAL

Students need to complete their degree in a timely manner. In order to accomplish this, Oak Hills has set forth Satisfactory Academic Progress standards consisting of minimum grade point averages and minimum pace- of- progression.

Minimum Grade Point Average (GPA):

1-32 credits: 1.7 cumulative GPA
33-62 credits: 1.8 cumulative GPA
63 and above: 2.0 cumulative GPA

In order for any student to graduate with a certificate, a two-year degree, or a four-year degree, the student must have a cumulative GPA of 2.0 or higher. Any student enrolled in a program that is longer than two academic years must have at least a 2.0 GPA or better at the end of their second year.

Minimum Pace-of-Progression: Students must complete coursework at a cumulative rate of 67%. Students must successfully complete 67% of the hours attempted to meet the minimum requirements for pace-of-progression. Completed coursework is defined as any course for which the student receives a passing grade. All credit hours with a passing grade on a student's academic record according to the Office of the Registrar (A, B, C, D, P), and all transfer, remedial, and early credit hours taken in high school (PSEO, AP, and College in Classroom) Constituted completed course work.

Attempted credits include:

- All credits for courses in which a student is formally enrolled after the add/drop period.
- All credits for courses in which the student enrolled, but subsequently withdrew or failed.
- Transfer credits from another school that are accepted by OHCC.

Financial Aid: In compliance with federal and state requirements, OHCC will disperse federal and state financial aid monies to those students who either meet or have the potential to meet Satisfactory Academic Progress.

Transfer Students: Transfer students do not transfer in a GPA. Their cumulative GPA consists of classes taken only at OHCC. Credits transferred to OHCC from other institutions will be counted toward the minimum pace-of-progression requirement.

Determination of Academic Progress Standing: At the end of each semester, the Registrar will review the cumulative GPA and the number of credits earned for each student. The first time a student fails the minimum cumulative grade point average requirement or the number of credits earned requirement during the semester, the student will be placed on ACADEMIC WARNING. Students placed on academic warning are eligible for continued enrollment and are expected to make progress toward meeting the minimum cumulative grade point average (GPA) and minimum pace- of- progression requirement.

Requirements for Academic Warning: Upon conclusion of the warning term, if the student has met the minimum cumulative GPA and minimum pace- of- progression requirement requirement, the student's warning status will be removed.

Academic Suspension: Upon conclusion of the warning term, those students not meeting the minimum cumulative GPA or minimum pace-of-progression requirement will be **suspended.** The student will be notified by the Dean of the College of their suspension.

ACADEMIC POLICIES CONTINUED

Reinstatement/Appeal Process: Students suspended from OHCC who wish to return following a suspension period of one semester (this includes summer term), must submit a petition to the Registrar's Office. The petition should include information on the circumstances that affected past performance and a plan to be successful in achieving future academic progress. All petitions submitted to the Registrar's Office will be reviewed by the Academic Appeals Committee. Students with an approved petition for academic reinstatement will be placed on academic probation for one term. While on probation, the student will be required to meet the terms set forth by the Committee and comply with the Assisted Learning Program. Students are allowed to receive financial aid while on academic probation. If the student does not agree with the decision of the Committee, the student may appeal to the Dean of the College. The Dean's decision is final.

If a student fails to attain Satisfactory Academic Progress, he or she will be dismissed again from OHCC. A student is allowed a maximum of two petitions of readmission.

ADDITIONAL INFO REGARDING SATISFACTORY PROGRESS

Repeating a Course: A grade of D, in any four year program, must be replaced or re-taken if they are part of the student's major. When a course is re-taken the final grade will be the grade of record whether the grade is higher or not. The previous grade will remain on the student's transcript but will not be calculated in the GPA.

Participation in Extra and Co-Curricular Activities:
Students on Academic Warning or Probation are not eligible to participate in any extra-curricular activity (OHCC sponsored with no academic credit earned) or co-curricular activity (OHCC sponsored with academic credit earned).

Credit For Military Training & U.S. Armed Forces Institutes (USAFI)
Courses for which credits earned while in the military must be listed on official military documents (i.e., DD214, DD295, and Army/American Council on Education Registry Transcript). Other official military documents may be used as the basis for evaluation at the discretion of the Registrar, given that they contain the elements necessary for evaluation. Those courses that are eligible for evaluation will be awarded college transfer credits consistent with the Registrar and directives issued by Academic Departments.

ACADEMIC AMNESTY PROGRAM

OHCC has an Academic Amnesty Program which allows for forgiveness (exclusion from grade point calculation) of a maximum of two consecutive semesters for former OHCC students if the student's poor academic performance was the result of extenuating circumstances. It is designed to permit the readmission of formerly unsuccessful students who present evidence of motivation and the ability to succeed if readmitted to OHCC. See the Registrar to request an application for the Academic Amnesty Program.

Please note: *Federal financial aid regulations do not recognize academic amnesty.*

ASSISTED LEARNING PROGRAM

Oak Hills Christian College has an Assisted Learning Program (ALP) to assist students with disabilities and to help students maintain Satisfactory Academic Progress.

Students on Academic Warning will meet weekly with the ALP Advisor for academic advising. This includes the monitoring of class attendance, assignments, study habits, and time management. Additional requirements may be added if deemed helpful to the student. Students who do not comply with their ALP contract are also in danger of being academically dismissed before the end of the semester.

Students with Disabilities:
Services are provided to students with disabilities under the Assisted Learning Program according to the provisions and guidelines provided in the Americans with Disabilities Act (ADA). When seeking accommodations, the student must provide documentation of disabilities. Accommodations will be determined on an individual basis according to need. This will be established by student interviews and professional recommendations included in the documentation.

Conditional Admission:

Students on Conditional Admission will be enrolled in the ALP with the goal of achieving Satisfactory Academic Progress (SAP) at the end of the first semester.

If SAP is not achieved, the full-time student who has successfully completed a minimum of six (6) credits and has achieved a minimum GPA of at least 1.0 will be placed on Academic Warning. If these requirements are not met, the student will not be allowed to return the following semester.

Students on Conditional Admission will meet weekly with a faculty member for academic advising. This includes the monitoring of class attendance, assignments, study habits, and time management. Additional requirements may be added if deemed helpful to the student. If these requirements are not met, the student will not be allowed to return the following semester.

ADMISSION POLICIES

Oak Hills Christian College is an interdenominational Christian college that welcomes all applicants who are committed to faith in Jesus Christ regardless of race, gender, age, physical ability, and national or ethnic origin.

ADMISSION STANDARDS

Faith in Jesus Christ: Oak Hills Christian College students are required to have faith in Jesus Christ and a desire to live a lifestyle that is honoring to God.

Academic Ability and Motivation: Oak Hills Christian College selects candidates on the basis of educational preparation, intellectual abilities, and motivation. Candidates should show evidence that they are academically prepared to study in programs they select, and that they possess the interest and motivation to pursue studies at OHCC. Admission is based on the probability for successful study in the chosen OHCC program. The potential for success is determined by grade point average (GPA), degrees, diplomas, ACT or SAT scores, and stated reasons for seeking admissions to Oak HIlls.

GENERAL ADMISSION POLICIES FOR ONLINE AND CAMPUS STUDENTS

To protect OHCC's academic standards, the college reserves the right to deny admission to any student who does not meet the minimum admissions requirements.

INCOMING ADMISSION STANDARDS

To qualify for undergraduate admission online, or on-campus, candidates must meet the following requirements:

First Time Freshman: First Time Freshman status is defined as having no transferable college credits, and have:

1. Graduated from a recognized secondary school, or
2. Passed the test of general education development (GED), or
3. Graduated from a recognized home school

and

1. ACT composite score of 18 or SAT composite score of 940, *and*
2. A minimum secondary school GPA of 2.0 (on a 4.0 scale).

Applicants 2 calendar years removed from their intended or actual high school graduation date do not need to supply ACT/SAT scores.

Transfer Students:
Transfer students are defined as having 1 or more transferable college credits (not to include PSEO credits).

1. Secondary school GPA will be assessed until 12 or more college credits are attained
2. College GPA of 2.0 or higher from a recognized post-secondary school.

ADMISSION DOCUMENTS REQUIRED

The following documents are required before being considered for admission into Oak Hills Christian College. Documents required applies to First Time Freshman and Transfer Students.

1. Completed Online or Paper Application.
2. Official high school, GED equivalent transcripts and/or Offical College transcript.
   a) Official Transcripts will be considered official if received by the Admissions Staff at OHCC in a sealed envelope, institution to institution. Unopened E-script transcripts may also be accepted as official.
   b) Applicants can submit unofficial transcripts from high school and all previous colleges attended for Contingent Admission (in lieu of Official Transcripts if there is no outstanding balance at any previous institution) – *Please see Contingent Admission Requirements, pg. 16.*
3. Christian Character Assessment– *Please contact OHCC Admissions for requirements.*
4. Official ACT/SAT Verification via ACT/SAT mailing or documented on high school transcripts.
   a) Unofficial verification may be used for Contingent Admission – *Please see Contingent Admission requirements.*

Transfer students who have an Associate Degree or Bachelors Degree from a post-secondary institution do not need to provide high school transcripts.

ADDITIONAL ADMISSION STATUSES & REQUIRED DOCUMENTS

INTERNATIONAL STUDENTS

An International Student is one who wishes to attend college in the U.S. without residency or citizenship, on an F-1 visa.

Approval has been granted by the United States Department of Justice for training students from other countries who can demonstrate proficiency in English.

1. Official Foreign transcript evaluation from a NACES approved organization & copy of passport.
2. Provide Proof of English proficency.
3. Christian Character Assessment.
4. Financial Affidavit.

Please contact the OHCC Admissions Department for detailed requirements.

READMISSION

Students applying for readmission are those who have completed 1 or more Oak Hills Christian College credits and are returning to OHCC after being out of class for more than a semester.

1. Students applying for readmission that have been out of OHCC classes for less than two academic years are eligible for admission through the Dean of the College and the Registrar.
2. Students applying for readmission that have been out of OHCC classes for over two academic years must complete the full application process as defined by their incoming status.

ADMISSION POLICIES CONTINUED

NON-DEGREE STUDENTS

Non-degree seeking students are defined as those wishing to enroll in continuing education for credit or audit.

Non-degree students may take up to five credits per semester for credit. Financial Aid and Assisted Learning Services are not available for non-degree students. No more than 12 credits taken for credit through this program may be applied to a degree at Oak Hills Christian College. If a person who has accumulated more than 12 credits through this program later applies as a degree-seeking student, he or she may pay for the credits over 12 at the tuition rate in effect at the time class was taken (less any tuition paid at the non-degree rate).

Non-degree seeking students must complete the Continuing Education Application.

VETERANS

Oak Hills Christian College has been approved by the Minnesota State Department of Education for training veterans, veteran dependents and veteran widows. Our current status with the Veterans Administration is IHL.

PSEO

For the PSEO program at Oak Hills Christian College, you must be a junior or senior in high school and meet the following requirements:

- Be a Minnesota resident.
- Be in the top 30% of your class OR have a minimum ACT composite score of 21 or SAT score of 1060. Please contact Admissions for other acceptable entrance tests.

Admissions Documents Required:

1. Oak Hills Christian College PSEO application
2. Official high school transcript with class ranking OR ACT or SAT score.
3. Notice of Student Registration – parts 1 and 2 (This form is available at OHCC.)

ADMISSION TYPES

Regular Admission: Defined as a student meeting all standards for their particular incoming status.

Committee Review Admission/Conditional Admission: Incoming students not meeting all standards for their particular incoming status can be considered for Conditional Admission. These candidates can go through the Admissions Committee process. The members of the Admissions Committee will meet to decide on the educational preparation, intellectual ability and motivation of the student.

In addition to standard admission application documents, students being Conditionally Admitted will need to provide these additional documents to the Office of Admissions prior to the Admissions Committee meeting:

1. Personal Reference Letter
2. Academic Reference Letter

First Time Freshman being Conditionally Admitted for academic reasons must meet the following criteria:

1. Cumulative GPA of 1.75-1.99 based on high school transcripts (and)
2. Minimum ACT Composite score of 14-15

Transfer Students being Conditionally Admitted for academic reasons must meet the following criteria:

1. Cumulative College GPA of 1.75-1.99

All campus base Conditionally Admitted students will automatically be enrolled in the Assisted Learning Program.

Contingent Admission:

There are two types of Contingently Admitted students at Oak Hills Christian College:

1. High School seniors can be contingently admitted. This admission is subject to all applicable standards and statuses. This type of contingent admission will be transferred into Regular or Conditional status once final official high school transcripts are received from graduating high school. Official transcripts must be received by the first day of the first semester the student attends a class at Oak Hills Christian College. If the official transcript is not received the student will be subject to being withdrawn from the college.
2. Incoming Transfer and Non-Traditional students for whom Oak Hills Christian College does not have official transcripts on record will be a Contingent Admit assuming unofficial transcripts have been received. Contingently admitted students have 60 days from the date of the first class in their first semester to turn in official transcripts. If all official transcripts are not received by day 60, the student will be automatically withdrawn from the college. Additionally, Financial Aid will not be dispersed without all official transcripts on file at OHCC.

If dismissed from Oak Hills Christian College due to not fulfilling Contingent Admission requirements, the student will be responsible for all outstanding tuition and fees at time of dismissal.

Application Deadline: two weeks prior to the first day of classes for the semester start date.

FINANCIAL AID

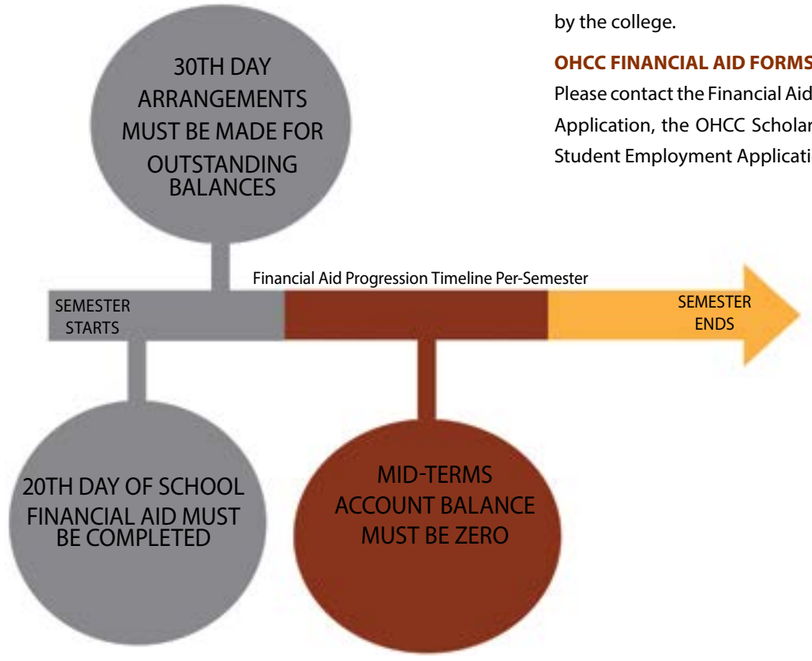
OHCC FINANCIAL AID PROGRAM

The Oak Hills Christian College Financial Aid Program is intended to supplement the resources of the student. Accepting the challenge to finance a college education is primarily the student's responsibility. The Financial Aid Office is available to students and parents to provide information and answer questions.

FAFSA: FREE APPLICATION FOR FEDERAL STUDENT AID

Oak Hills Christian College requires all students who are seeking financial aid to first complete the Free Application for Federal Student Aid (FAFSA). Our FAFSA number is 016116. This form can be done on-line at www.fafsa.ed.gov. For more information, please contact the Financial Aid Office.

FINANCIAL AID DEADLINES: Students must complete their financial aid application process as deemed "completed" by the Director of Financial Aid by the **20th school day of the semester.** This date will be exactly 10 school days after the "add/drop" date for the semester.



Students who have not "completed" their financial aid application process will not be allowed to attend classes or extra curricular activities until they have completed their financial aid application process as deemed by the Director of Financial Aid. The Director of Financial Aid reserves the right to make exceptions for special circumstances. The student may appeal their financial aid status with the Vice President of Enrollment.

The 30th school day, students who still have an outstanding balance on their account must have an external education loan to cover their outstanding balance with the college. The Financial Aid office will be available by appointment to students seeking help with applying for education loans. Failure to meet this requirement will result in dismissal from the college.

By the first day of **Mid-term exams**, students must have their account balance down to zero. Students with unusual circumstances will be permitted to file an appeal with the Business office. Students failing to meet this requirement, or otherwise who have been denied an appeal, will be dismissed by the college.

OHCC FINANCIAL AID FORMS

Please contact the Financial Aid Office for the OHCC Financial Aid Application, the OHCC Scholarship Application, and the OHCC Student Employment Application.

FINANCIAL AID CONTINUED

SATISFACTORY ACADEMIC PROGRESS

Federal regulations require that all financial aid recipients achieve satisfactory academic progress. This means students must progress at a reasonable rate toward a certificate or degree. Any student who fails to achieve Satisfactory Academic Progress will be placed on Academic Warning for one semester, during which time they will continue to receive financial aid. At the end of that semester, the student must meet Satisfactory Academic Progress or financial aid will be withdrawn and the student will be academically dismissed.

FINANCIAL AID PROGRAMS AVAILABLE

Federal Pell Grants: These are need-based grants. Eligibility is determined by the Free Application for Federal Student Aid (FAFSA). All FAFSA applicants will receive a Student Aid Report that clarifies eligibility and award requirements.

Federal Supplemental Educational Opportunity Grants (FSEOG): These are need-based grants. Eligibility is determined by the FAFSA.

Minnesota State Grants: These are need-based grants for eligible Minnesota residents. Eligibility is determined by the FAFSA and a supplemental OHCC Financial Aid Application. In order to receive a full Minnesota State Grant, a student must be registered for 15 semester credits. Awards will decrease accordingly for 14 credits down to 3 credits.

William D. Ford Direct Loans (Subsidized): Eligibility is determined by the FAFSA. These loans are interest-free while the student is enrolled and until six months after graduation or withdrawal. Loan amounts are dependent upon financial need and grade level.

William D. Ford Direct Loans (Unsubsidized): These are non-need based loans for students who need additional funding.

Direct PLUS Loans: These loans are available for parents to borrow for the education of their dependent children. The yearly limit is based on the cost of education minus any financial aid for which the student is eligible.

Private Loans: These programs are designed to supplement existing loan programs. They provide long-term, low-interest loans for students who cannot obtain financing from traditional financial aid programs. The yearly limit is based on the cost of education minus any financial aid for which the student is eligible.

Oak Hills Scholarships and Grants: There are many memorial and special scholarships and grants available at OHCC. Eligibility is determined by the FAFSA and the OHCC Scholarship Application (available from the Financial Aid Office).

On-Campus Employment: Part-time jobs and work study options are available on campus. The basis for hiring is financial need (determined by the FAFSA) and the skill to perform the job. OHCC Student Employment Applications are available from the Financial Aid Office.

FINANCIAL POLICIES

ENROLLMENT DEPOSIT

After a student has been accepted for admission, an enrollment deposit of $100 is due. This will be applied in full to the student's fees upon enrollment. The enrollment deposit is nonrefundable.

PAYMENT SCHEDULE

Full semester expenses are payable following the schedule outlined in financial aid deadlines. Expenses are calculated on day 10 of the semester, after the course add/drop deadline. Students must complete their financial aid application process by day 20. By day 30, students must have arrangements made for any outstanding balance. Students must have a zero balance on their account by the first day of mid-term exams. Students with unusual circumstances will be permitted to file an appeal with the Business office. Students failing to meet this requirement, or otherwise who have been denied an appeal, will be dismissed by the college.

PAYMENT METHODS

Students may pay their accounts by grants, scholarships, student loans, private loans, cash, check, credit or debit card.

COURSE FEES

Some classes require additional course fees due to conference costs, meals, mileage, special speakers, etc. Notification will be on the program page of the catalog and with the course description, and on student course registrations.

OUTSTANDING BALANCES

Students with outstanding account balances at the end of the semester will not be allowed to re-enroll. Grades, official transcripts, and diplomas will not be released until the student's account is paid in full.

DEPARTURE PROCESS

Every student ceasing enrollment during the school year or leaving at the close of the school year must complete the official departure form. The purpose of the form is to indicate that obligations to the Business Office and other school departments have been properly discharged. Transcripts and other records will not be issued until all obligations have been satisfactorily met.

REFUND POLICY

For students fully withdrawing from Oak Hills Christian College before the end of the semester, tuition, room, and board are refunded pro-rata according to federal and state financial aid refund policies. There are no refunds after 60% of the semester has been completed.

If a student withdraws from a course (or courses) after the tenth day of the semester, but does not totally withdraw from OHCC then their financial aid package is NOT re-calculated. The only exception is when a student drops a course prior to the start of said course. An example would be an online course that begins mid-way through the semester.

MILITARY DEPLOYMENT REFUND POLICY

Refunds are available to those who are called to active duty. Reservists have 3 options:

1. Receive a pro-rata refund. A copy of the military deployment order must be given to the Registrar.
2. Make arrangements with the faculty to complete course work if at least 75% has already been completed.
3. Receive a full tuition credit for a future semester. Admission requirements must be met at the time of readmittance.

EVALUATION OF APPLICATION TO RECEIVE CREDIT FOR PREVIOUS LEARNING

The cost to evaluate a request for Credit for Prior Learning is $50 per credit for which the student applies. Therefore, if you apply for ten credit hours, your cost for those credits will be $500. Please note that receiving all ten credits is not automatic. It is much like enrolling in a course. You pay the tuition for it regardless of whether you earn a passing grade. The grade is based upon evaluation by a faculty member in the field for which credit for prior learning is requested.

TUITION WAIVER FOR PASTORS

Licensed or ordained pastors may take one course each semester and have the tuition fee waived (parking fees, course fees, and textbook costs still apply). A non-degree application and verification of pastoral service are required. *

TUITION WAIVER FOR STUDENT SPOUSES

The spouse of a full-time, certificate- or degree-seeking student may take one course each semester and have the tuition fee waived (parking fees, course fees, and textbook costs still apply). A non-degree application is required. *

**Due to the nature of the Adult & Professional Studies (APS) online program, there will be no tuition waivers for pastors, spouses of full-time students, or family members of college faculty and staff.*

COST & PAYMENT SCHEDULE 2018-2019

ADVANCE FEES

Enrollment Deposit [a]	$100

SEMESTER FEES

Full-time Tuition: 12-18 credits [b]	$8,517
Part-time Tuition: 1-11 credits [b]	$710/credit hour
PSEO student taking non-PSEO approved class	$355/credit hour
Non-degree Seeking: 1-5 credits, for credit [b]	$355/credit hour
Auditing [b]	$85/credit hour
Overload Charge: over 18 credits [c]	$355/credit hour
Dorm Room and Board [d]	$3,492
Acorn Hall Room Fee	$1,720
Student Activity Fee [e]	$140

SPECIAL FEES

Room Deposit [f]	$250/year
Parking Fee [g]	$35/semester
Private Music Instruction [b]	varies
Camp Forest Springs Administration Fee (Camp Ministry)	$550/year
BSU Student Health Service Fee [h]	$58/semester
Graduation Fee	$90
Transcript Fee [i]	$5
Laundry Fee [j]	$40

ANNUAL SUMMARY (for 2 semesters)

Tuition	$17,034
Dorm Room and Board	$6,984
Student Activity Fee	$280
APPROXIMATE ANNUAL TOTAL *(does not include special fees, books, or personal expenses)*	$24,298

[a] Nonrefundable. Applied in full toward OHCC expenses upon enrollment.
[b] After the 10th class day of a semester, tuition and fees will not be reduced even if the course load decreases.
[c] Student Outreach credits will not be considered an overload.
[d] Board fee covers the cost of 16 meal cards; extra cards can be purchased at cost.
[e] Charged to all students living on campus and/or taking 6 or more credits on campus.
[f] Charged to all resident students. Refundable at end of school year, less any charges for loss or damage to facilities.
[g] Charged to all students bringing vehicles to campus. Heater service available at designated lots only.
[h] Cost subject to change. May be waived with proof of health insurance.
[i] Charged for each transcript. Transcripts issued only when student's account is in satisfactory condition.
[j] Charged to all students living in the dorms or Acorn Apartments.

SUBJECT TO CHANGE

The cost information listed above applies to the 2018-2019 school year and is subject to change.

CURRICULUM

Each academic program includes courses from three areas of the curriculum: **Biblical Studies, Christian Ministry,** and **General Education**. Courses from these areas work together to help students develop a Christ-centered worldview and a heart for loving God and serving others.

Students are challenged to grow in knowledge, in critical thinking skills, in communication skills, in character, and in commitment to their faith.

BIBLICAL STUDIES

We believe the Bible is God's written word and is His clearest revelation of spiritual truth. The Bible functions as our final authority for matters of faith and practice. Consequently, we make the study of the Bible the focal point of our curriculum.

We teach careful and thoughtful interpretation of the Bible based on the historical, cultural, and literary contexts. Surveys of the entire Bible, as well as in-depth studies of particular parts of it, provide knowledge of its content and give opportunity for assessing its meaning and application for today's world.

The Biblical Studies curriculum includes Bible: Old Testament (BOT), Bible: New Testament (BNT), Biblical Studies Approach (BSA), and Theology (TH).

CHRISTIAN MINISTRY

God desires that we minister to others through evangelism, discipleship, and lives of service. Christian Ministry courses seek to provide the necessary knowledge and skills to serve effectively.

Informative courses dealing with a broad scope of ministry, as well as more specialized courses pertaining to specific ministry emphases, contribute toward helping students implement God's will on earth.

The Christian Ministry curriculum includes the **Student and Intercultural Outreach Programs**. Students are involved in a supervised ministry or service project weekly in Bemidji and nearby communities or as scheduled for intercultural outreach. Students will participate in four semesters of local outreach and two semesters of intercultural outreach.

Christian Ministry curriculum includes Camp Ministry (CA), Christian Ministry (CM), Counseling (CO), Intercultural Studies (IS), Leadership & Ministry (LM), Pastoral Ministry (PM), and Youth Ministry (YM). Youth and Pastoral Ministry majors may also add a Worship Leadership (WA) emphasis to their program.

GENERAL EDUCATION

In addition to the Scriptures, God has also revealed knowledge through the created order. We believe all truth is God's truth, and we seek to understand this in our general education courses by studying the nature of humanity, society, communication, aesthetics, and the physical world. Such knowledge helps us understand God, ourselves, and the world, in order to serve God more effectively. General Education curriculum includes the following components.

Business: To develop and exercise commerce-related skills. The Business curriculum includes Business (BUS).

Communications: To develop and express ideas clearly and effectively. The Communications curriculum includes Communications (COM) and English (ENG).

Humanities: To broaden understanding of the human experience by exposure to the history of human ideas, languages, literature, the arts, and philosophy. The Humanities curriculum includes Humanities (HUM), Language (LA), Music (MU), and Teaching English as a Second Language (TESL).

Social Science: To investigate humanity in a variety of contexts, from individuals to complete societies. The Social Science curriculum includes Addictions Counseling (AD), Cultural Studies (CUL), Government (GOV), History (HI), Psychology (PS), and Sociology (SOC).

Science/Math: To understand the natural world and the scientific approach to learning. The Science/Math curriculum includes Science (SCI) and Math (MTH).

ACADEMIC PROGRAMS

BACHELOR OF ARTS
Biblical Studies ..... page 24

BACHELOR OF ARTS—DOUBLE MAJORS
Camp Ministry and Biblical Studies ..... page 25
Intercultural Studies ..... page 26
Pastoral Ministry and Biblical Studies ..... page 27
Youth Ministry and Biblical Studies ..... page 28

BACHELOR OF SCIENCE—DOUBLE MAJORS
Addictions Counseling ..... page 29
Applied Psychology ..... page 30
Business ..... page 31
Sports Management ..... page 32

BACHELOR'S DEGREE
Business Administration (Online) ..... page 55-56
Leadership and Ministry (Online) ..... page 57-58

ASSOCIATE IN ARTS
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ASSOCIATE DEGREE
Biblical Studies and Ministry (Online) ..... page 59
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CERTIFICATE IN BIBLICAL STUDIES
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PUBLIC DISCLOSURE INFORMATION

EMPLOYMENT

In a survey of OHCC students who graduated between 2003 and 2012, 97% of those desiring employment indicated that they are employed. Forty-five percent of graduates indicate that their jobs are closely related to their major field of study. (The national average is 27.3% [1])

RETENTION

Data from the 2014-2015 academic year indicate that the fall-to-fall retention rate for all students was 67%; first-time freshmen in this period were retained at a rate of 72%; while all students not first-time freshmen were retained at a rate of 65%.

GRADUATION

The four year average completion rate for students entering between 2011-2017 and completing within six years is 64%. Many students opt to extend the length of study due to employment needs, family issues or academic achievement goals. The college has no statute of limitations on completing undergraduate programs.

Outcomes and Institutional Assessment results may be found on the college website at www.oakhills.edu/about-ohcc/data

[1] https://www.washingtonpost.com/news/wonk/wp/2013/05/20/only-27-percent-of-college-grads-have-a-job-related-to-their-major/

EMPHASIS OPTIONS

Students may take an emphasis in addition to their chosen Bachelor of Arts major. The purpose of an emphasis is to provide students with foundational courses in another area of ministry. The emphasis will consist of four to five courses totaling 10-12 credits. Emphasis options are available from the following ministry areas: Intercultural Studies, Pastoral Ministry, Youth Ministry, and Worship Leadership. Emphasis courses already required in the chosen major will be replaced by substitute courses. These will be determined by the program director. Students should declare their emphasis during their sophomore year.

Intercultural Studies
- » Foundations in International Work (3 credits)
- » Intercultural Communications (3 credits)
- » World Religions (3 credits)
- » Patterns for International Work (3 credits)

Pastoral Ministry
- » Introduction to Pastoral Ministry (2 credits)
- » Introduction to Preaching (3 credits)
- » Introduction to Counseling (3 credits)
- » Introduction to Hebrew (1 credits)
- » Introduction to Greek (1 credits)

Worship Leadership
- » Planning and Leading Worship (3 credits)
- » Use of Technology in Worship (2 credits)
- » History and Theology in Worship (3 credits)
- » Worship Practicum (2 credits)
- » Internship in Worship Leadership (6 credits)

Youth Ministry
- » Foundations in Youth Ministry (3 credits)
- » Programming Skills in Youth Ministry (3 credits)
- » Organizational Issues & Skills (3 credits)
- » Family Life & Ministry (2 credits)

ACADEMIC CALENDAR

Please check www.oakhills.edu for updates to the calendar.

FALL SEMESTER 2018

August 23-24	Registration
August 27	Fall Semester Classes Begin
September 3	Labor Day
October 18-21	Fall Break
November 21-25	Thanksgiving Break
December 17-20	Fall Semester Finals
Dec. 21- Jan. 13	Semester Break

SPRING SEMESTER 2019

January 11	Registration: New Students
January 14	Spring Semester Classes Begin
January 21	Martin Luther King Jr. Day
March 9-17	Spring Break
April 19-22	Easter Break
May 6-9	Spring Semester Finals
May 11	Commencement

B.A. IN BIBLICAL STUDIES

PROGRAM DIRECTOR: Dr. Gale Struthers

PURPOSE: To provide the student with extensive knowledge and understanding of the Bible and its application to the world in which we live. This degree may be used to prepare students for positions in church and/or para-church agencies, as preparation for seminary or graduate education in biblical studies, theology and related disciplines, or for entrance into the workplace where a B.A. degree is appropriate.

OBJECTIVES: The student will demonstrate fulfillment of the five OHCC objectives (page 5).

BIBLICAL STUDIES

- » Old Testament History and Literature I (3 credits)
- » Old Testament History and Literature II (3 credits)
- » Gospels and Acts (3 credits)
- » Letters and Revelation (3 credits)
- » Interpretation of Biblical Literature (3 credits)
- » Christian Faith (4 credits)
- » Advanced Hermeneutics (3 credits)
- » Romans (3 credits)
- » Torah (3 credits)
- » Biblical Theology (3 credits)
- » Old Testament Electives (3 credits)
- » Bible Electives (13 credits, 10 upper division)
- » Introduction to Biblical Hebrew** (1 credit)
- » Introduction to Biblical Greek** (1 credit)

***We highly recommend that those planning to attend seminary or graduate school take one of the biblical language sequences. The corresponding introductory requirement will be waived for students who choose this option.*

GENERAL EDUCATION

COMMUNICATIONS

- » College Writing I-II (6 credits)
- » Intercultural Communications (3 credits)

HUMANITIES

- » Worldviews (3 credits)
- » Senior Seminar (3 credits)

SOCIAL SCIENCE

- » World History (3 credits)
- » Church History (3 credits)

SCIENCE & MATH

- » Science/Math Elective (3 credits)

OTHER

- » General Electives (6 credits)

CHRISTIAN MINISTRY

- » Spiritual Formation I (3 credits)
- » Spiritual Formation II (3 credits)
- » Teaching in Ministry (3 credits)
- » Student Outreach (4 credits)
- » Student Intercultural Outreach (2 credits)
- » Christian Ministry Electives (8 credits, 3 upper division)
- » Biblical Studies Internship (3 credits)

FREE ELECTIVES (21 credits, 3 upper division)

SUMMARY

- » Biblical Studies (49 credits)
- » General Education (30 credits)
- » Christian Ministry (26 credits)
- » Free Electives (21 credits)
- » **TOTAL = 126 credits**

B.A. IN CAMP MINISTRY & BIBLICAL STUDIES

PROGRAM ADVISOR: Scott Buchan, Director of Camp Oak Hills

PURPOSE: To prepare the student for effective ministry in a Christian camp or related field. Emphasis is placed on the development of Christian leadership qualities in addition to an overall exposure to the operation of a year-round Christian camp.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will demonstrate the skills necessary for a career in the field of camp administration and operation.

This is a cooperative program with Camp Forest Springs in Westboro, Wisconsin. Students complete three years of biblical studies, Christian ministry, and general education at Oak Hills, then spend a year at Camp Forest Springs. Applications to Camp Forest Springs must be submitted by November 1 of the year prior to expected attendance at the camp. Course completion at Camp Forest Springs normally requires 11 months.

BIBLICAL STUDIES

- » Old Testament History and Literature I (3 credits)
- » Old Testament History and Literature II (3 credits)
- » Gospels and Acts (3 credits)
- » Letters and Revelation (3 credits)
- » Interpretation of Biblical Literature (3 credits)
- » Christian Faith (4 credits)
- » Advanced Hermeneutics (3 credits)
- » Romans (3 credits)
- » Torah (3 credits)
- » Biblical Theology (3 credits)
- » Old Testament Electives (3 credits)
- » New Testament Elective (3 credits)
- » Bible Elective (upper division) (3 credits)

GENERAL EDUCATION

COMMUNICATIONS

- » College Writing I-II (6 credits)
- » Intercultural Communications (3 credits)

HUMANITIES

- » Worldviews (3 credits)
- » Humanities Elective (2 credits)
- » Assessment–Camp Ministry (0 credits)

SOCIAL SCIENCE

- » World History (3 credits)
- » Church History (3 credits)

SCIENCE & MATH

- » Science/Math Elective (3 credits)

OTHER

- » General Education Electives (7 credits)

CHRISTIAN MINISTRY

- » Spiritual Formation I (3 credits)
- » Spiritual Formation II (3 credits)
- » Teaching in Ministry (3 credits)
- » Student Outreach (4 credits)
- » Student Intercultural Outreach (2 credits)

CAMP MINISTRY (at Camp Forest Springs)

- » Camp Administration (5 credits)
- » Camp Maintenance (3 credits)
- » Promotion/Public Relations (3 credits)
- » Food Service Management (3 credits
- » Camp Counseling (3 credits)
- » Camp Organization (6 credits)
- » Camp Programming (4 credits)
- » Camp Teaching (1 credit)
- » Camp Safety (1 credit)
- » Camp Management (3 credits)
- » Families in Ministry (1 credit)

FREE ELECTIVES (8 credits)

SUMMARY

- » Biblical Studies (40 credits)
- » General Education (30 credits)
- » Christian Ministry (15 credits)
- » Camp Ministry (33 credits)
- » Free Electives (8 credits)
- » **TOTAL = 126 credits**

B.A. IN INTERCULTURAL STUDIES

PROGRAM DIRECTOR: Dr. Sue Glidden

PURPOSE: To prepare the student to live and work as a disciple of Christ in a multi-cultural world. The student will be prepared to pursue a chosen career in any domestic or international cultural or multi-cultural setting.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the Intercultural Studies student will:
1. Formulate a biblical and theological understanding of God's redemptive plan and the mission of God's people for the whole world.
2. Demonstrate knowledge, skills and attitudes needed to confidently live out a commitment to Christ in any domestic or international setting.
3. Demonstrate knowledge of current international settings and intercultural work and ministry strategies.
4. Have the skills and abilities needed to remain current in the field of intercultural studies.

The Intercultural Studies program is designed to offer students the flexibility to tailor their courses and internships to advance their personal career goals. Contact the program director for further information about these opportunities.

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 credits)
- Romans (3 credits)
- Torah (3 credits)
- Biblical Theology (3 credits)
- Old Testament Elective (3 credits)
- New Testament Elective (3 credits)
- Bible Elective (upper division, 3 credits)

GENERAL EDUCATION

COMMUNICATIONS
- College Writing I-II (6 credits)
- Intercultural Communication (3 credits)

HUMANITIES
- Worldviews (3 credits)
- World Religions (3 credits)
- Senior Seminar (3 credits)

SOCIAL SCIENCE
- World History (3 credits)
- Church History (3 credits)
- Cultural Anthropology (3 credits)

SCIENCE & MATH
- Science/Math (3 credits)

INTERCULTURAL STUDIES

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Teaching in Ministry (3 credits)
- Student Outreach (4 credits)
- Student Intercultural Outreach (2 credits)
- Foundation for International Work (3 credits)
- Patterns for International Work (3 credits)
- Regional Cultural Studies Seminar I (2 credits)
- Regional Cultural Studies Seminar II (2 credits)
- The Mission of God and His People (3 credits)
- Current Issues in Intercultural Studies (2 credits)
- Intercultural Studies Internship (6 credits)

FREE ELECTIVES (20 credits)

SUMMARY

- Biblical Studies (40 credits)
- General Education (30 credits)
- Intercultural Studies (36 credits)
- Free Electives (20 credits)
- **TOTAL = 126 credits**

B.A. IN PASTORAL MINISTRY & BIBLICAL STUDIES

PROGRAM DIRECTOR: Dr. Jeff Wisdom

PURPOSE: To provide the student with biblical, theological, and practical foundations for pastoral ministry. The student will be prepared to pastor small churches or to continue education at graduate school or seminary.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will:
1. Demonstrate a familiarity with and a broad understanding of the various aspects of pastoral ministry.
2. Demonstrate skills and gifting appropriate to the pastoral role.

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 credits)
- Romans (3 credits)
- Torah (3 credits)
- Biblical Theology (3 credits)
- Old Testament Elective (3 credits)
- New Testament Elective (3 credits)
- Bible Elective (upper division, 3 credits)

GENERAL EDUCATION

COMMUNICATIONS
- College Writing I-II (6 credits)
- Intercultural Communications (3 credits)

HUMANITIES
- Worldviews (3 credits)
- Senior Seminar (3 credits)
- Speech (2 credits)

SOCIAL SCIENCE
- World History (3 credits)
- Church History (3 credits)

SCIENCE & MATH
- Science/Math (3 credits)

OTHER
- General Education Electives (4 credits)

PASTORAL MINISTRY (CORE)

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Teaching in Ministry (3 credits)
- Student Outreach* (4 credits)
- Student Intercultrual Outreach (2 credits)
- Introduction to Pastoral Ministry (2 credits)
- Introduction to Preaching (3 credits)
- Introduction to Counseling (3 credits)
- Professional Ethics (2 credits)

Students in the Pastoral Ministries program must choose one of the following ministry emphases:

PASTOR / ASSOCIATE PASTOR EMPHASIS

- Effective Pastoral Min (3 credits)
- Marriage & Family Counseling (2 credits)
- Practice of Preaching (3 credits)
- Intro to Hebrew** (1 credit)
- Intro to Greek** (1 credit)
- Internship (6 credits)

WORSHIP LEADERSHIP EMPHASIS

- Planning and Leading Worship (3 credits)
- Use of Technology in Worship (2 credits)
- History and Theology in Worship (3 credits)
- Worship Practicum (2 credits)
- Internship in Worship Leadership (6 credits)

**For students in the Worship Leadership Emphasis, 2 credits of Outreach will be in Performance groups.*

***We highly recommend that Pastoral Ministry students take one of the biblical language sequences. The corresponding introductory requirement will be waived for students who choose this option.*

FREE ELECTIVES (3 upper division, 15 credits)

SUMMARY

- Biblical Studies (40 credits)
- General Education (30 credits)
- Pastoral Ministry (41 credits)
- Free Electives (15 credits)
- **TOTAL = 126 credits**

B.A. IN YOUTH MINISTRY & BIBLICAL STUDIES

PROGRAM DIRECTOR: Randy McKain

PURPOSE: To prepare the student for effective ministry to youth and their family with an emphasis on youth, youth and family or worship leadership in youth ministry. The student will be prepared to work effectively with youth and/or family in a church or para-church organization. This degree may also be applicable for employment in other youth service organizations.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will:
1. Formulate a biblically based philosophy of youth and family ministry.
2. Demonstrate the ability to relate to youth and family in a theologically informed and culturally relevant manner.
3. Demonstrate the skills necessary for serving in a vocational youth, youth and family ministry or worship leadership position.

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 credits)
- Romans (3 credits)
- Torah (3 credits)
- Biblical Theology (3 credits)
- Old Testament Electives (3 credits)
- New Testament Elective (3 credits)
- Bible Elective (upper division, 3 credits)

GENERAL EDUCATION

COMMUNICATIONS
- College Writing I-II (6 credits)
- Intercultural Communications (3 credits)

HUMANITIES
- Worldviews (3 credits)
- Senior Seminar (3 credits)

SOCIAL SCIENCE
- World History (3 credits)
- Church History (3 credits)
- Adolescent Psychology (2 credits)

SCIENCE & MATH
- Science/Math (3 credits)

OTHER
- General Education Electives (4 credits)

CORE YOUTH MINISTRY COURSES

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Teaching in Ministry (3 credits)
- Student Outreach* (4 credits)
- Student Intercultural Outreach (2 credits)
- Introduction to Counseling (3 credits)
- Foundations of Youth Ministry (3 credits)
- Family Life and Ministry (2 credits)
- Foundations of Discipleship (2 credits)
- Programming Skills in Youth Ministry (3 credits)
- Organizational Skills in Youth Ministry (3 credits)
- Professional Ethics (2 credits)
- Internship in Youth Ministry or Family Ministry or Worship Leadership (6 credits)

Students in Youth Ministry may choose one of the following ministry emphases:

FAMILY MINISTRY EMPHASIS

- Lifespan Developmental Psychology (3 credits)
- Marriage & Family Counseling (2 credits)

WORSHIP LEADERSHIP EMPHASIS**

- Planning and Leading Worship (3 credits)
- Use of Technology in Worship (2 credits)
- History and Theology of Worship (3 credits)
- Worship Practicum (2 credits)

**Worship Leadership Emphasis will have 2 credits of Outreach provided through Performance Groups.*

SUMMARY

- Biblical Studies (40 credits)
- General Education (30 credits)
- Youth Ministry (39 credits)
- Youth & Family Emphasis (5 credits)
- Worship Leadership Emphasis (10 credits)
- Youth Ministry Free Electives (17 credits)
  OR Youth & Family Free Electives (12 credits)
  OR Worship Leadership Free Electives (7 credits)
- **TOTAL = 126 credits**

B.S. IN ADDICTIONS COUNSELING

PROGRAM DIRECTOR: Randy McKain

PURPOSE: To prepare the student for human services employment or graduate work in counseling. The program consists of a major in biblical studies in addition to meeting all of the educational and fieldwork requirements to become a Licensed Drug and Alcohol Counselor (LADC) in the state of Minnesota. Graduates must also pass a state-administered exam to earn licensure.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will:
1. Understand the body of knowledge pertinent to the field of addictions counseling.
2. Demonstrate the skills necessary to serve as a professional Licensed Alcohol and Drug Counselor.

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 credits)
- Romans (3 credits)
- Torah (3 credis)

GENERAL EDUCATION

COMMUNICATIONS
- College Writing I-II (6 credits)
- Intercultural Communications (3 credits)

HUMANITIES
- Worldviews (3 credits)
- Senior Seminar (3 credits)

SOCIAL SCIENCE
- World History (3 credits)
- Church History (3 credits)
- Introduction to Psychology (4 credits)
- Abnormal Psychology (3 credits)

SCIENCE & MATH
- Elective (4 credits)

CHRISTIAN MINISTRY

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (2 credits)
- Student Intercultural Outreach (2 credits)

ADDICTIONS COUNSELING

- Introduction to Counseling (3 credits)
- Addictions Counseling (2 credits)
- Intro to Psychopharmacology (2 credits)
- Theories of Chemical Dependency (3 credits)
- Chemical Dependency Counseling (2 credits)
- Professional Issues in Chemical Dependency (3 credits)
- Adult Children of Dysfunctional Families (3 credits)
- Professional Ethics (2 credits)
- Diagnosis, Intervention and Treatment (3 credits)
- Integration of Psychology and Theology (2 credits)
- Practicum (20 credits)

FREE ELECTIVES (11 credits)

SUMMARY

- Biblical Studies (28 credits)
- General Education (32 credits)
- Christian Ministry (10 credits)
- Addictions Counseling (45 credits)
- Free Electives (11 credits)
- **TOTAL = 126 credits**

B.S. IN APPLIED PSYCHOLOGY

PROGRAM DIRECTOR: Derrick Houle

PURPOSE: To prepare the student for immediate human services employment or graduate work in counseling. The program consists of a major in Biblical Studies, core courses in psychology, and the opportunity to pursue an area of interest within the field of psychology through the choice of a senior project.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will:
1. Understand the body of knowledge pertinent to the field of psychology.
2. Demonstrate the skills necessary to work in the helping profession field.

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 credits)
- Romans (3 credits)
- Torah (3 credits)

GENERAL EDUCATION

COMMUNICATIONS

- College Writing I-II (6 credits)
- Intercultural Communications (3 credits)

HUMANITIES

- Worldviews (3 credits)
- Senior Seminar (3 credits)

SOCIAL SCIENCE

- World History (3 credits)
- Church History (3 credits)
- Introduction to Psychology (4 credits)
- Human Sexuality (3 credits)

SCIENCE & MATH

- Research and Statistical Methods (4 credits)

CHRISTIAN MINISTRY

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (4 credits)
- Student Intercultural Outreach (2 credits)

PSYCHOLOGY

- Introduction to Counseling (3 credits)
- Social Psychology (3 credits)
- Marriage and Family Counseling (2 credits)
- Addictions Counseling (2 credits)
- Adolescent Psychology (2 credits)
- Group Process (3 credits)
- Abnormal Psychology (3 credits)
- Psychological Measurement and Testing* (3 credits)
- Professional Ethics (2 credits)
- Integration of Psychology and Theology (2 credits)
- Psychology Internship (6 credits)

**There is a course fee for this class.*

FREE ELECTIVES (20 credits)

SUMMARY

- Biblical Studies (28 credits)
- General Education (32 credits)
- Christian Ministry (12 credits)
- Psychology (34 credits)
- Free Electives (20 credits)
- **TOTAL = 126 credits**

BACHELOR OF SCIENCE IN BUSINESS

PROGRAM DIRECTOR: Dana Schnortz

PURPOSE: To prepare students with the tools necessary to thrive and serve in the business world. Curriculum has been divided into four different areas of emphasis: General Business Administration, Entrepreneurship/Small Business Administration, Management, and Marketing.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5)`, the student will:
1. Understand and explore the principles within their chosen business track.
2. Demonstrate skill in their chosen business track.
3. Be prepared for successful employment in business (profit or non-profit business).

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 credits)
- Romans (3 credits)
- Torah (3 credits)

GENERAL EDUCATION

COMMUNICATIONS

- College Writing I-II (6 credits)
- Intercultural Communications (3 credits)

HUMANITIES

- Worldviews (3 credits)
- Senior Seminar (3 credits)

SOCIAL SCIENCE

- Introduction to Economics (3 credits)
- World History (3 credits)
- Church History (3 credits)

NATURAL SCIENCE & MATH

- Science/Math (4 credits)

OTHER

- Personal Finance (2 credits)

CHRISTIAN MINISTRY

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (4 credits)
- Student Intercultural Outreach (2 credits)

BUSINESS (CORE)

- Introduction to Business (3 credits)
- Accounting Essentials (3 credits)
- Introduction to Economics (3 credits)
- Computer Applications in Business (3 credits)
- Principles of Management (3 credits)
- Marketing/Business Communications (3 credits)
- Principles of Marketing (3 credits)
- Principles of Finance (3 credits)
- Integration of Business and Ministry (3 credits)
- Business Law/Ethics (3 credits)
- Business Seminar (3 credits)

GENERAL BUSINESS EMPHASIS

- Business Elective (upper, 3 credits)
- Business Elective (upper, 2 credits)*
- Online Business Elective (upper, 3 credits)

ENTREPRENEURSHIP/SMALL BUSINESS EMPHASIS

- Entrepreneurship (3 credits)
- Personal Selling (2 credits)
- Business Elective (upper, 3 credits)

MANAGEMENT EMPHASIS

- Case Studies in Leadership OR Biblical Studies of Leadership (3 credits)
- Management Elective (upper, 2 credits)*
- Online Management Elective (upper, 3 credits)

MARKETING EMPHASIS

- Organizational Marketing and Sales (3 credits)
- Personal Selling (2 credits)
- Business Elective (upper, 3 credits)

FREE ELECTIVES (18 credits)

SUMMARY

- Biblical Studies (28 credits)
- General Education (30 credits)
- Christian Ministry (12 credits)
- Business Core (30 credits)
- Business Emphasis (8 credits)
- Free Electives (18 credits)
- **TOTAL = 126 credits**

** All 2 credit traditional elective courses may be substituted with an approved 3 credit online class, but would result in 1 fewer free electives.*

BACHELOR OF SCIENCE IN SPORTS MANAGEMENT

PROGRAM DIRECTOR: Jeremy Anderson

PURPOSE: To prepare students for service in the sports industry. This program is designed to develop students' business, management and coaching skills, enabling them to serve as leaders of sports management/ministry locally and internationally.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will:
1. Understand the essential knowledge in the area of sports management, and making explicit connections with its use as a ministry tool.
2. Demonstrate skills in coaching, marketing, management and ministry.

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 credits)
- Romans (3 credits)
- Torah (3 credits)

GENERAL EDUCATION

COMMUNICATIONS

- College Writing I-II (6 credits)
- Intercultural Communications (3 credits)

HUMANITIES

- Worldviews (3 credits)
- Senior Seminar (3 credits)

SOCIAL SCIENCE

- Introduction to Economics (3 credits)
- World History (3 credits)
- Church History (3 credits)

SCIENCE & MATH

- Human Anatomy & Physiology (4 credits)

OTHER

- General Education Electives (2 credits)

CHRISTIAN MINISTRY

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (4 credits)
- Student Intercultural Outreach (2 credits)

SPORTS MANAGEMENT

- Introduction to Sports Management (3 credits)
- Computer Applications in Business (3 credits)
- Sports as a Ministry (3 credits)
- Sports Psychology (3 credits)
- Business Law/Ethics (3 credits)
- Marketing/Business Communication (3 credits)
- Principles of Management (3 credits)
- Principles of Coaching (3 credits)
- Principles of Marketing (3 credits)
- Facilities & Event Management (2 credits)
- Principles of Finance (3 credits)
- Administration of Sports & Athletics (3 credits)
- Sports Management/Coaching Internship (3 credits)

FREE ELECTIVES (18 credits)

SUMMARY

- Biblical Studies (28 credits)
- General Education (30 credits)
- Christian Ministry (12 credits)
- Sports Management (38 credits)
- Free Electives (18 credits)
- **TOTAL = 126 credits**

ASSOCIATE IN ARTS IN BIBLICAL STUDIES

PROGRAM DIRECTOR: Dr. Gale Struthers

PURPOSE: To provide the student with a broad knowledge and understanding of the Bible and its application to the world in which we live. This program is for the student who desires a two-year concentration in Biblical Studies. The student will be prepared for further education or to serve in churches, para-church agencies, and/or personal ministries.

OBJECTIVES: The student will demonstrate fulfillment of the five OHCC objectives (page 5).

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Christian Faith (4 credits)
- Old & New Testament Electives (1 of each, 6 credits)
- Bible Electives (5 credits)

GENERAL EDUCATION

COMMUNICATIONS

- College Writing I (3 credits)
- Intercultural Communications (3 credits)

HUMANITIES

- Worldviews (3 credits)
- Sophomore Assessment (0 credits)

SOCIAL SCIENCE

- World History (3 credits)

SCIENCE & MATH

- Elective (3 credits)

CHRISTIAN MINISTRY

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (3 credits)
- Student Intercultural Outreach (1 credit)
- Christian Ministry Elective (3 credits)

FREE ELECTIVES (4 credits)

SUMMARY

- Biblical Studies (30 credits)
- General Education (15 credits)
- Christian Ministry (13 credits)
- Free Electives (6 credits)
- **TOTAL = 64 credits**

ASSOCIATE IN ARTS

PROGRAM DIRECTOR: Dana Schnortz

PURPOSE: The Associate in Arts is designed as a transfer degree so that students can pursue God's call in areas for which OHCC does not have a program. Transferability is determined by the receiving institution.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will be prepared to complete a bachelor's degree at OHCC or another college.

GENERAL EDUCATION

COMMUNICATIONS
- College Writing I (3 credits)
- College Writing II (3 credits)
- Intercultural Communications (3 credits)

NATURAL SCIENCE & MATHEMATICS
- Human Anatomy and Physiology (4 credits)
- Survey of Mathematics (4 credits)

HISTORY AND THE SOCIAL & BEHAVIORAL SCIENCES
- World History (3 credits)
- Electives (5 credits)

HUMANITIES
- Interpretation of Biblical Literature (3 credits)
- Worldviews (3 credits)
- Elective (2 credits)

ADDITIONAL GENERAL EDUCATION CREDITS
- Electives (7 credits)

BIBLICAL STUDIES
- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits
- Christian Faith (4 credits)

CHRISTIAN MINISTRY
- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (2 credits)

FREE ELECTIVES (2 credits)

SUMMARY
- General Education (40 credits)
- Biblical Studies (16 credits)
- Christian Ministry (8 credits)
- Free Electives (2 credits)
- **TOTAL = 66 credits**

FINANCIAL AID AND ELECTIVES AT BSU
A Financial Aid Consortium Agreement allows our students to take courses at BSU and have those credits apply to the student's credit load as it affects financial aid eligibility.

ASSOCIATE IN ARTS IN PRE-COMMUNICATION

PROGRAM DIRECTOR: Dana Schnortz

PURPOSE: The AA Pre-Communication is designed as a transfer degree so that students are able to complete a degree in communication and graduate on time. Students who complete this AA will have met all of the MnSCU Liberal Education requirements; however, transferability is determined by the receiving institution.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will be prepared to transfer to a MnSCU college or university and complete a bachelor's degree in communication.

BIBLICAL STUDIES
- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Christian Faith (4 credits)

GENERAL EDUCATION

COMMUNICATIONS
- College Writing I (3 credits)
- College Writing II (3 credits)

NATURAL SCIENCE
- Science (3 credits)
- Lab Science Elective (4 credits)

MATHEMATICS
- Survey of Mathematics (3 credits)

HISTORY AND THE SOCIAL & BEHAVIORAL SCIENCES
- World History (3 credits)
- Elective (options listed below) (3 credits)
  Intro to Sociology, Lifespan Development, Human Sexuality, Intro to Economics, Cultural Anthropology, Intro to Psychology (4), Adolescent Psychology (2), Modern Religious Movements (2)

HUMANITIES
- Interpretation of Biblical Literature (3 credits)
- Speech (2 credits)

HUMAN DIVERSITY IN THE UNITED STATES
- Intercultural Communications (3 credits)

GLOBAL PERSPECTIVE
- Worldviews (3 credits)

ETHICAL AND CIVIC RESPONSIBILITY
- Interpersonal Skills (2 credits) or Personal Finance (2 credits)

PEOPLE AND THE ENVIRONMENT
- Environmental Stewardship (3 credits)

PERFORMANCE AND PARTICIPATION
- Elective (options listed below, (1 credit)
  Private Music Lessons, Vocal Ensemble, OHCC Physical Education Classes, Intercultural Special Topics, or qualifying classes at BSU

ADDITIONAL GENERAL EDUCATION
- General Education Electives (3 credits)

CHRISTIAN MINISTRY
- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (2 credits)

SUMMARY
- Biblical Studies (16 credits)
- General Education (42 credits)
- Christian Ministry (8 credits)
- **TOTAL = 66 credits**

GENERAL EDUCATION CREDITS
An overall minimum of 42 General Education credits is required. If the total taken from General Education categories is fewer than 42 credits, additional General Education elective courses will be required to make up the difference.

FINANCIAL AID AND ELECTIVES AT BSU
A Financial Aid Consortium Agreement allows our students to take courses at BSU and have those credits apply to the student's credit load as it affects financial aid eligibility.

A.A. IN PRE-ELEMENTARY EDUCATION

PROGRAM DIRECTOR: Dana Schnortz

PURPOSE: The AA Pre-Elementary Education is designed as a transfer degree so that students are able to complete a degree in Elementary education and graduate on time. Students who complete this AA will have met all of the MnSCU Liberal Education requirements; however, transferability is determined by the receiving institution.

OBJECTIVES: In addition to demonstrating fulfillment of the five OHCC objectives (page 5), the student will be prepared to transfer to a MnSCU college or university and complete a bachelor's degree in elementary education.

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Christian Faith (4 credits)

GENERAL EDUCATION

COMMUNICATIONS

- College Writing I (3 credits)
- College Writing II (3 credits)

NATURAL SCIENCE

- Science (3 credits)
- Lab Science Elective (4 credits)

MATHEMATICS

- Survey of Mathematics (3 credits)

HISTORY AND THE SOCIAL & BEHAVIORAL SCIENCES

- World History (3 credits)
- Lifespan Development (3 credits)

HUMANITIES

- Interpretation of Biblical Literature (3 credits)
- Speech (2 credits)

HUMAN DIVERSITY IN THE UNITED STATES

- Intercultural Communications (3 credits)

GLOBAL PERSPECTIVE

- Worldviews (3 credits)

ETHICAL AND CIVIC RESPONSIBILITY

- Interpersonal Skills (2 credits) or Personal Finance (2 credits)

PEOPLE AND THE ENVIRONMENT

- Environmental Stewardship (3 credits)

PERFORMANCE AND PARTICIPATION

- Elective (options listed below, (1 credit)
  Private Music Lessons, Vocal Ensemble, OHCC Physical Education classes intercultural Special Topics, or qualifying classes at BSU

ADDITIONAL GENERAL EDUCATION

- General Education Electives (3 credits)

CHRISTIAN MINISTRY

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (2 credits)

SUMMARY

- Biblical Studies (16 credits)
- General Education (42 credits)
- Christian Ministry (8 credits)
- **TOTAL = 66 credits**

GENERAL EDUCATION CREDITS

An overall minimum of 42 General Education credits is required. If the total taken from General Education categories is fewer than 42 credits, additional General Education elective courses will be required to make up the difference.

FINANCIAL AID AND ELECTIVES AT BSU

A Financial Aid Consortium Agreement allows our students to take courses at BSU and have those credits apply to the student's credit load as it affects financial aid eligibility.

CERTIFICATE IN BIBLICAL STUDIES

PROGRAM DIRECTOR: Dr. Gale Struthers

PURPOSE: To provide the student with an introductory knowledge and understanding of the Bible and its application to the world in which we live. The student will lay a foundation for further study of the Bible. The student will be prepared for further education or to serve in churches, para-church agencies, and/or personal ministries.

OBJECTIVES: The student will demonstrate fulfillment of the five OHCC objectives (page 5).

The certificate program is available as a stand-alone program or as an element embedded in any of our Bachelor of Arts or Bachelor of Science programs. Students who select the certificate as their official program may participate in the annual commencement exercises. Students who have met the certificate requirements as part of the requirements for their BA or BS programs may initiate the application process through their academic advisor and will participate in graduation only after they have completed their declared program.

BIBLICAL STUDIES

- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Gospels and Acts (3 credits)
- Letters and Revelation (3 credits)
- Interpretation of Biblical Literature (3 credits)
- Old Testament Elective (3 credits)
- Christian Faith (4 credits)

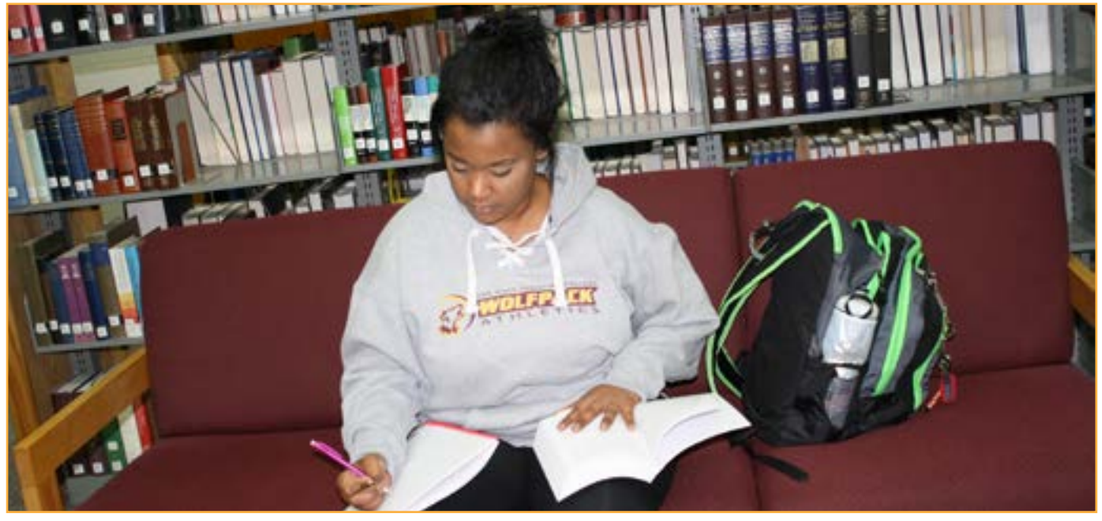
CHRISTIAN MINISTRY

- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Student Outreach (2 credits)

FREE ELECTIVES (2 credits)

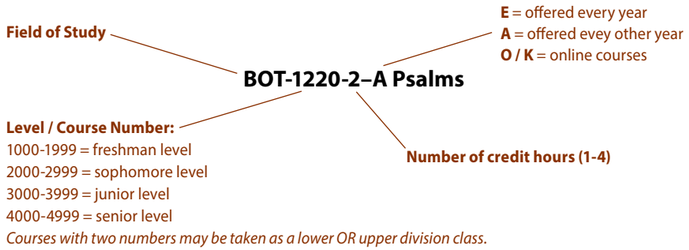
SUMMARY

- Biblical Studies (22 credits)
- Christian Ministry (8 credits)
- Free Electives (2 credits)
- **TOTAL = 32 credits**



COURSE DESCRIPTIONS*

Students should refer to the 'Online Course Descriptions' on pages 61-65 for a complete list of available online courses.



ADDICTIONS COUNSELING

AD-1001-2 Introduction to Psychopharmacology
Course examines the physiological and neurological bases of drug-induced changes in mood, thinking and behavior, as well as their effects on physical and mental health.

AD-2000-3 Theories of Chemical Dependency
Course examines the causes, social implications, and prevention of chemical dependency. Different theories which focus on particular populations and demographic groups will be considered.

AD-2001-2 Chemical Dependency Counseling
Course examines the effects of chemical use and presents effective strategies for chemical dependency counseling.

AD-2010-2 Introduction to Addictions Counseling
Course examines the roots of addictions, including substance abuse and addictions to gambling, sex, overeating, and other behaviors. Major approaches to counseling people with addictions will be considered. Attention will be paid to issues of co-existing conditions and disorders and how they complicate the healing process.

AD-3000-3 Professional Issues in Chemical Dependency
Course examines assessment, treatment planning, case management, crisis intervention, and education with different populations.

AD-3001-3 Adult Children of Dysfunctional Families
Course examines the differences between healthy and unhealthy family patterns, with particular attention paid to assessment and treatment of adults from families affected by chemical dependency.

AD-4000-3 Diagnosis, Intervention & Treatment of Chem. Dep.
Course examines in depth the process of chemical dependency counseling, from initial and ongoing assessment, to strategies for intervention, to the development and implementation of effective treatment plans.

AD-4010-4, 8 or 12 Chemical Dependency Practicum
The practicum is a senior capstone course focused on the integrating of practice and experience with theory. Students are expected to demonstrate their knowledge, values, and skills through a hands-on experience in a context of supervised fieldwork with a recognized provider of chemical dependency treatment. A minimum of 880 contact hours is required for completion.

BIBLE: OLD TESTAMENT

BOT-1000-3 Old Testament History and Literature I
This class presents an overview of the chronological unfolding of Old Testament history and literature beginning with Genesis and continuing through the period of the Judges. The poetic books will also be examined. Emphasis will be given to the major themes, persons, events/passages of each book, and maps of Bible lands.

BOT-1001-3 Old Testament History and Literature II
This class presents an overview of the chronological unfolding of Old Testament history and literature beginning with the United Monarchy era, progressing through the Divided Monarchy, Exilic and Post-exilic eras. The prophets will be examined in conjunction with these books. Emphasis will be given to the major themes, persons, events/passages of each book, and maps of Bible lands.

BOT-1220-2 Psalms
Study of the historical background, content, and historical flow of Psalms. Includes application for believers today.

BOT-2001/3001-3 Genesis
Study of the background, structure, content, and significance of Genesis, focusing on who God is, the significance of the creation narrative, how God works with people, and the giving and carrying out of His promise in redemption.

BOT-2002/3002-3 Exodus, Leviticus, Numbers, Deuteronomy
A study of the content, background and theological significance of these books. Attention will be given to themes such as the Exodus event, purpose of the law and wilderness wanderings. Attention will also be given to their application in the current culture.

BOT-2004/3004-3 United Monarchy
Study of Israel's history beginning with the prophet Samuel. Samuel, Saul, David and Solomon will be examined in detail. Emphasis will also be placed on the historical and cultural background of this period.

BOT-2005/3005-3 Divided Monarchy
A study of Israel's history beginning with the division of the kingdom under Rehoboam and Jeroboam through the Babylonian exile. Emphasis will be given to the historical and cultural background of this era. Attention will also be given to application for today.

BOT-2006/3006-2 Post-Exilic Writings
Detailed study of the books of Ezra, Nehemiah, Esther, Haggai, Zechariah, and Malachi, analyzing the historical and cultural settings of these books and their unique contribution to biblical theology.

BOT-2007/3007-2 Wisdom Books
Study of Job, Proverbs, Ecclesiastes, and Song of Songs. Includes background, structure, message, and contemporary application for the believer.

BOT-2008/3008-3 Minor Prophets
Detailed study of the books of Hosea through Zephaniah concentrating on the history, culture, authorship, and message of each book. Attention given to the application of the prophets' message for today.

BOT-2009/3009-2 Jeremiah, Lamentations
This course will examine the books of Jeremiah and Lamentations with regard to their background, historical setting, structure and content. Emphasis will be placed the difficulties experienced by the prophet Jeremiah and the portrayal of God's character in Lamentations.

BOT-2011/3011-3 Historical Geography (Also BNT-2011/3011 & HI-2011/3011)
This course will study the historical geography of the biblical world with an emphasis on the land of Israel. We will examine biblical history in conjunction with geography and archaeological finds associated with the biblical events. Attention will also be given to the significance of Israel's location within the biblical world.

BOT-2012/3012-3 Apocalyptic Literature (Also BNT-2012/3012)
Study of apocalyptic literature of both the Old and New Testaments, including Ezekiel, Daniel, Zechariah, Matthew, and Revelation. Includes examination of the apocalyptic literature of the intertestamental period. Emphasis placed on the student developing a framework for interpreting biblical apocalyptic literature.

BOT-2015/3015-3 Isaiah
Study of Isaiah within the background of its historical setting. Examined for its contemporary message to the people of Isaiah's day, its notable prophetic passages—particularly as they relate to the Messiah, its authorship, exposition, and theology.

BOT-2050/3050-3 Use of the Old Testament in the New Testament (Also BNT-2050/3050)
Examination of the use of the Old Testament in the New Testament. This course will focus on Old Testament themes/concepts found in the New Testament. An examination of Old Testament quotes found in the New Testament will also be undertaken.

BOT-2061/3061-3 Women in Biblical Times (Also BNT-2061/3061)
This course will examine the various roles women had in both the Old and New Testament, female imagery used in various biblical texts, and the broader cultural understanding of women during both the Old and New Testament eras. We will also discuss the issue of women's roles in ministry.

BOT 2115/3115 Poetic and Wisdom Books
This course will examine the books of Job, Psalms, Proverbs, Ecclesiastes and Song of Songs with regard to their poetic features, content and historical/cultural setting. Emphasis will be placed on understanding Hebrew poetry, developing a bibical view of suffering and applying the message of these books to the current culture.

BOT-2800/3800-3 Joshua, Judges, Ruth
A study of Israel's history during the time of Joshua and the period of the Judges. Themes relevant to today will also be examined.

BOT-2999/3999-2 Israel Study Tour (Also BNT-2999/3999)
An opportunity to experience the land of Israel. Emphasis on understanding the geographical, cultural and theological importance of various biblical sites. Takes place every other year between Fall and Spring semesters.

BOT-3003-4 Classical Hebrew II (Also LA-3003)
Prerequisite: LA-3002

BOT-3203-3 Torah (Concurrent or Subsequent with BSA-3019 Advanced Hermeneutics)
This course will examine the first five books of the Old Testament looking at the major themes: Creation, Fall, Covenant, Exodus event, Law; main characters, geography and cultural background. This course will also explore how these five books lay the foundation for the rest of the Bible. Attention will also be given to applying the message of these books to the current culture.

BIBLE: NEW TESTAMENT

BNT-1001-2 Teachings of Jesus
Study of Christ's major discourses, discovering what He taught about Himself, His kingdom, His followers, and His coming again. Includes application for believers today.

BNT-2001/3001-3 Writings of John
Detailed study of the Gospel of John, and 1, 2, and 3 John concentrating on the history, culture, authorship, and message of these books. Special attention given to the uniqueness of John's message.

BNT-2002/3002-3/3702-3-K Acts
Study focusing on the development of the early church. Attention given to the major themes in Acts.

BNT-2003/3003-3 Corinthians
Detailed study of 1 and 2 Corinthians focusing attention on the major theological themes and their application to the individual believer and local congregation.

BNT-2004/3004-3 Pauline Epistles
Study of the Pauline Epistles, excluding Romans and Corinthians. Attention given to their background, argument, and major theological issues. Includes application of their message for today.

BNT-2006/3006-3 Hebrews
Detailed study of Hebrews with special attention given to its argument and major theological themes. Includes application for the present day.

BNT-2007/3007-2 General Epistles
Detailed study of James, 1, 2 Peter, and Jude with special attention given to their background, structure, main message, and theological themes.

BNT-2011/3011-3 Historical Geography (Also BOT-2011/3011 & HI-2011/3011)

BNT-2012/3012-3 Apocalyptic Literature (Also BOT-2012/3012)

BNT-2050/3050-3 Use of the Old Testament in the New Testament (Also BOT-2050/3050)

BNT-2061/3061-3 Women in Bibical Times (Also BOT-2061/3061)

BNT-2201-3 Gospels and Acts
This course is a study of the Gospels and Acts, giving special attention to their history, literacy structure, content, and theological themes. Includes attention to application for today.

BNT-2202-3 Letters and Revelation
This course is a study of the letters in the New Testament and Revelation, giving special attention to their history, literacy structure, content, and theological themes. Includes attention to application for today.

BNT-2999/3999-2 Israel Study Tour (Also BOT-2999/3999)

BNT-3009-3/3009-3-K Romans
Prerequisite: BSA-3019
Detailed examination of Romans paying careful attention to its structure, argument, and theological emphasis.

BNT-3010-4 Koine Greek II (Also LA-3010) Prerequisite: LA-3009

BIBLICAL STUDIES APPROACH

BSA-2001-3/2001-3-K Interpretation of Biblical Literature (Also ENG-2001)
Introduction to the principles of biblical interpretation in order to better understand the Bible. Emphasis placed on the application of these principles.

BSA-2002-1 Introduction to Biblical Hebrew
Introduction to Hebrew and the many tools and resources available to the student possessing a limited knowledge of the language.

BSA-2003-1 Introduction to Biblical Greek
Introduction to Greek and the many tools and resources available to the student possessing a limited knowledge of the language.

BSA-3019-3/3719-3-K Advanced Hermeneutics
Study of various interpretive issues including the canon, translation issues, text criticism, and contemporary methods of interpretation.

BSA-4010-3 Biblical Studies Internship
Internship designed to give the student practical experience in ministry opportunities such as being a teaching assistant, teaching Bible studies or Sunday School, or another area of interest to the student.

BUSINESS

BUS-1001-2 Personal Finance
Study of business and consumer financial matters. Topics include financial planning, preparing budgets, managing liquid and plant assets, use of debt, charitable giving, developing investment portfolios, insurance planning, retirement and estate planning, and consumer credit.

BUS-1002-3/1002-3-K Introduction to Business
Introduction to the fundamentals of business including business organization, business environment, management, marketing, finance, mission, business ethics, and social responsibility.

BUS-2003-3 Accounting Essentials
Basic accounting course emphasizes double entry bookkeeping. By building practical accounting skills and developing an understanding of concepts, students will be prepared for success in a small office or business.

BUS-2005-3 Computer Applications in Business
Study of creating and manipulating Excel spreadsheets. Introduction to the basic concepts and terminology of database software, and using data for relevant small business reports.

BUS-2009-3 Principles of Management
Introductory course covering the basic theory and practice of management, including planning, organizing, controlling, staffing, motivating, and leading.

BUS-2010-3 Business Law/Ethics
Introduction to the legal and regulatory process in which business decisions are made. Application of legal constraints to management and associated management activities examined, as well as broad applications of regulatory law. Students will also gain an understanding of personal and corporate integrity from a biblical perspective and its impact on resolving ethical dilemmas.

BUS-2011-3 Integration of Business and Ministry
Consideration of the positive impacts business has on and in ministry. Students will examine biblical perspectives on wealth creation, business practices, and strategies for using business as ministry in cross-cultural and local contexts. Case studies of successful business ministries will be examined. A significant portion of the course will be devoted to studying the fundamental principles of non-profit management.

BUS-2012-3 Introduction to Economics
Covers the basics of both micro and macroeconomics: circular flow model, demand and supply, various market structures, money, Federal Reserve, income expenditure model, classical economics, economic policies, international trade, and political factors in economic policy.

BUS-3002-3 Principles of Marketing
Fundamental principles concerning marketing management. Topics include market analysis, market strategy, and the basic functions of the manufacturer, wholesaler, retailer, and ultimate consumer. Students will develop a marketing plan.

BUS-3003-3 Marketing/Business Communication (Also COM-3003-3)
The purpose of this class is the study of both marketing and business communication functions. Topics include business communication applications, promotional strategies, role and limitations of advertising and promotion, preparing and delivering messages in a variety of situations.

BUS-3004-3 Principles of Finance
Introduction to financial concepts and issues within the context of the small business. Topics include analysis of financial statements, budgeting leverage, working capital management, time value of money, capital budgeting, and other topics relating to overall financial policy.

BUS-3005-3/3733-3-K Entrepreneurship
Prerequisites: BUS-1002
Examination of required skills, resources, and techniques which transform an idea into a viable business. Idea generation and conception, opportunity analysis, marshaling of resources, implementation of plans, management of ongoing operations, and providing for growth will be stressed. Students will develop a small business plan.

BUS-3006-2 Personal Selling
This course looks at the foundation of personal selling/communication insights, sales theories and negotiation techniques. This course will emphasize building personal relationships with another party that results in both parties obtaining value.

BUS-3010-2 Retail Management
Prerequisite: BUS-2009
Examination of the retail function. Topics include retailing strategy, consumer shopping behavior, human resource planning, communications, merchandising, and location.

BUS-4002-3 Business Seminar
Designed to be taken the final year of the bachelor's degree at OHCC. Students will examine case studies of both small and non-profit business with regard to finance, management, marketing, and leadership. Includes involvement with a local small or non-profit business.

CAMP MINISTRY

Courses taught at Camp Forest Springs in Westboro, Wisconsin.

CA-3000-5 Camp Administration
Study of the administrative structure and principles for camping leadership from a biblical perspective. Covers issues such as finance/business procedures, legislation/legal matters, insurance/personnel management, long-range planning, site selection/development, facilities/equipment.

CA-3001-3 Camp Maintenance
Course provides theoretical and practical approaches to maintenance of grounds, equipment, and facilities. Topics include maintenance schedules, priority of the program, service and public image, record systems, inventory, special projects, and standards of excellence.

CA-3002-3 Promotion and Public Relations
Study of methods and techniques of publicity used to gather a constituency and/or keep it informed. Topics include publications, types of printing, layout and design, media presentations, public image, personal contact, and mailings.

CA-3003-3 Food Service Management
Course provides experiential and classroom exposure to menu planning, nutrition, food purchasing, preparation of food, systems of serving, sanitation, budgeting, cost controls, standards, and supervision of personnel.

CA-3004-3 Camp Counseling
Includes preparing counselors, counseling skills and techniques, scriptural support, areas of counseling need, spiritual perspectives, camper characteristics, role playing, and individual conferences. (Two hours for married students.)

CA-3005-6 Camp Organization
Course focuses on development of operating philosophy and organizational system. Includes camper/staff organization and program supervisory techniques. Students present a model of camp organization. Also includes a review of camping and its accrediting agencies.

CA-3006-4 Camp Programming
Course provides programming experience and theory for youth camps, family camps, retreats, trip/travel camps, outdoor education, and special events. Involvement in training and instructing campers in a variety of program areas: Bible lessons, archery, air rifles, waterfront crafts, camping skills, and winter sports. (Five hours for married students.)

CA-3007-1 Camp Teaching
Course presents principles for becoming an organized and effective life-style teacher: making use of teachable moments, incorporating the relevancy of Scripture to day-to-day living, as well as more formal teaching situations.

CA-3008-1 Camp Safety
Course stresses importance of a continual attitude of safety consciousness in all areas of work or program planning and implementation. Includes a multimedia first aid course.

CA-3009-1 Families in Ministry
This course provides discussion about the relationship and balance of family life and the work of the ministry. Topics include healthy communication, family relationships, consistent discipline of children, and handling the demands of being an example to others.

CA-3010-3 Camp Management
This course overviews the managerial responsibilities of a camp administrator, contrasting God's plan for leadership with that offered in secular society. Site selection and development, facilities and equipment are also discussed.

CHRISTIAN MINISTRY

CM-1000-O Community Life Hour (CLH)
CLH meets three times each week as a part of the required curriculum. Students will experience worship, discipleship, evangelism, and ministry. Some sessions may be utilized for special emphases.

CM-1001-3 Spiritual Formation I
Course focuses on developing a Christ-centered life and awareness of ministry avenues. Special emphases on spiritual gifts, missions, and submitting each area of life to God.

CM-1002-3/1002-3-K Spiritual Formation II
Course introduces the basic concepts and skills needed for evangelism and discipleship. Emphases include understanding the world around us while communicating one's faith, exploring one's role as a disciple, and effective ways to disciple other followers of Christ.

CM-1200/2200/3200-1 Student Outreach
Includes weekly volunteer experiences under the direction of the Student Outreach Director. Ministry areas include evangelism, discipleship, and social concern. Students' experiences are facilitated by qualified supervisors who provide accountability and feedback. Outreach must complement the student's major during the junior year.

CM-2202/3202-1 Student Intercultural Outreach
This course provides an intercultural learning and service opportunity. Students will participate in structured and guided learning and service/ministry projects that address multicultural issues relevant to American and global societies.

CM-2009-3 Teaching in Ministry
Practical survey of the skills needed and resources available for teaching in children, youth, or adult ministries.

CM-3901-2 Family Life and Ministry
Examination of the family as a social unit with emphasis on parental interaction with a developing child. Consideration given to biblical and theological foundations, parenting, family structure, family worship and family stresses.

CM-4501-2 History and Philosophy of Christian Ministry
Consideration of ministry programming. Presentation of the historical and philosophical theories of Christian ministry. Course assists the student in developing a personal philosophy of Christian formation.

COMMUNICATIONS

COM-2007-3 Intercultural Communications (Also CUL-2007) [Course Fee]

COM-2009-2 Speech
Introduction to a variety of speech techniques and types with the intent of creating more self-confidence and proficiency in any public speaking situation.

COM-3003-3 Marketing/Business Communication (Also BUS-3003-3)
The purpose of this class is the study of both marketing and business communication functions. Topics include business communication applications, promotional strategies, role and limitations of advertising and promotion, preparing and delivering messages in a variety of situations.

COUNSELING

CO-2001-3 Introduction to Counseling
Course introduces basic counseling skills. Primarily focuses on skill development with some class time devoted to counseling theory. Includes learning and practicing counseling skills in the classroom setting. Christian perspectives of counseling presented in order for students to integrate newly acquired skills into a variety of contexts.

CO-2007-2 Adolescent Psychology (Also PS-2007)
Prerequisite: CO-2001

CO-3000-3 Group Process (Also PS-3000)

CO-3003-2 Marriage and Family Counseling
Prerequisite: CO-2001
Presents a view of the contemporary family and strategies in counseling them. Gives an understanding of how families work as systems and how therapy is effective. Information based upon clinical reports, social science research, and biblical perspectives.

CULTURAL STUDIES

CUL-2003-3/2003-3-K Cultural Anthropology
This course is an introduction to the field of cultural anthropology, and will include the study of such concepts as culture, language, social and institutional structures, marriage, family, and kinship. Attention will be given to anthropological study in light of modern migration patterns and multiculturalism.

CUL-2004/3004-2 Regional Cultural Studies Seminar I and II
Students will develop a regional survey of a chosen region based on a model framework covering cultural, historical, social, political, economic and religious developments of the region from ancient civilizations to modern nations.

CUL-2007-3 Intercultural Communications
The Intercultural Communications course introduces students to the theory of communication and the personal, interpersonal and cultural factors that affect the communication process. Particular emphasis will be placed on developing the knowledge, skills and attitudes needed to communicate effectively across cultures. Interpersonal and group communication processes will be addressed. [Course Fee]

ENGLISH

ENG-0990-2 Basic Writing
Designed to help students improve their writing skills. Covers basic principles of grammar and composition to meet college-level writing standards. Includes focus on reading strategies and the mechanics of writing. Special emphasis on sentence, paragraph, and essay construction. *(Credits do not apply toward graduation.)*

ENG-1000-3/1000-3-K College Writing I
Prerequisite: acceptable placement score or ENG-0990
Emphasis on improving skills and effectiveness in written communication through critical reading of diverse literary genres and extensive writing. Course deals with developing authorial voice and adapting that voice to academic audiences.

ENG-1001-3/1001-3-K College Writing II
Prerequisite: ENG-1000
Continued emphasis on composition with concentration on critical and creative thinking. Includes use of sources, research methods, and preparation of college-level research papers.

ENG-2001-3 Interpretation of Biblical Literature (Also BSA-2001)

HISTORY

HI-2001-3 Global Christianity (Also IS-2001, course fee)

HI-2003-3/2003-3-K World History
A study of the ancient Middle Eastern, Mediterranean, and European roots of modern Western civilization through the Renaissance/Reformation era.

HI-2011/3011-3 Historical Geography (Also BNT-2011/3011 & BOT-2011/3011)

HI-3150-3/2733-3-K Church History I
Prerequisite: HI 2003
Study of the history of the Christian church from its founding to the present. Special emphasis on the people, events, and doctrinal controversies significant in the growth of Christianity. Includes exploration of the interplay of Christianity with politics, the great church councils, the crises that emerge, divisions and alliances, and confluence of forces that determine the complexity of the Christian church today.

HUMANITIES

HUM-2002-2 New Religious Movements
Study of the developments of alternative spiritual and social movements in modern North America. Includes study of the hermeneutics, history, teachings, literature, and methods of these movements. Students will have an opportunity to gain an understanding of both Christian-derived and non-Christian movements.

HUM-2003-3 People and the Environment: Environmental Stewardship (Also TH-2003)
Examination of the interrelatedness of human society and the natural environment, focusing on theological, historical, social and political perspectives.

HUM-2004-3 World Religions
Survey of the origins, development, beliefs, and practices of various world faiths including Judaism, Christianity, Islam, Hinduism, Sikhism, Buddhism, Confucianism, Taoism, and Shintoism.

HUM-2006-0 Sophomore Assessment
Designed to be taken in the final year of a two-year program at OHCC. Provides a variety of feedback activities regarding academic progress while an OHCC student.

HUM-2007-3 Worldviews
This Worldviews course examines various major worldviews that have influenced modern society – considering questions about the nature of reality, the nature and significance of human kind, the basis for knowledge and ethics, and life commitments. Students will explore current worldviews in American or global society and will seek to articulate their own current worldview understanding.

HUM-2070-2 World Literature I
Examination of literary works from around the world through the mid-seventeenth century. Primary focus on literature (fiction, poetry, and drama) as opposed to sacred texts or philosophical or theological treatises.

HUM-2071-2 World Literature II
Examination of literary works from around the world from the mid-seventeenth century to the present. Primary focus on literature (fiction, poetry, and drama) as opposed to sacred texts or philosophical or theological treatises.

HUM-4001-3 Senior Seminar
Designed to be taken in the final year of a Bachelor's degree at OHCC. Course features reflection on one's college experience, practical preparation for the next steps beyond college, and integration of faith and theology with contemporary issues.

HUM-4002-0 Assessment–Camp Ministry
Designed to be taken in the final year of the Camp Ministry program. Provides a variety of feedback activities regarding academic progress while an OHCC student.

INTERCULTURAL STUDIES

IS-2002-3 Foundations for International Work
This Foundations course lays the groundwork for students to explore the history, theology, and sociological patterns of global engagement of Christianity and Christians. Emphasis is also given to contemporary patterns for international work.

IS-3001-3 Patterns for International Work
In the Patterns course students explore avenues of international engagement including humanitarian relief, development, 'Business as Mission', TESL, education, student outreach, short term missions, or career missions. Practical areas such as international travel, security, personal and family well-being, and cultural adjustments are covered.

IS-3008-2 Special Topics in Intercultural Studies
Provides opportunities for students to participate in events, conferences, classes, or teaching assistantship related to intercultural studies.**[Course Fee]**

IS-3733-3-K Foundations of Christian Missions
This course is intended to provide an introductory overview of the basis for Christian missions and establish a biblical and theological foundation to adequately sustain a long-term mission enterprise. In addition, relevant cultural and historical perspectives are thoroughly examined toward the intent of motivating positive desires for involvement in mission endeavors.

IS-4001-2 Current Issues in Intercultural Studies
This course examines select topics in theory and practice in intercultural studies. Students will develop personal stances on topics covered.

IS-4010-6 Intercultural Studies Seminar
Internship involves a significant cross-cultural work or ministry experience and must be arranged through an established business, mission, church or development organization. Specific plans must be made with approval of the Intercultural Studies Program Director.

IS-4731-3-K Theology of Missions
A study of the Word of God as set forth through God's promise to Abraham to bless the nations through Jesus Christ and the Church; an application of the Word of God as it relates to the purposes, nature, scope and current challenges of cross-cultural missions.

IS-4735-3 The Mission of God and His People
Students will examine the biblical, theological and historical basis for understanding God's actions in the world as the basis for the engagement of God's people in the world. This course applies the Word of God to the purposes, nature and scope of Christian global involvement.

LANGUAGE

LA-3002-4 Classical Hebrew I
Study of the basic grammar of the Hebrew noun system and introduction to the strong verb system. Includes introduction to basic lexical and grammatical tools.

LA-3003-4 Classical Hebrew II (Also BOT-3003)
Prerequisite: LA-3002
This course will complete the study of the strong verb system, examine the weak verb system, and equip the student to use the basic lexical and grammatical tools of Classical Hebrew. The student will also translate selected passages of the Hebrew Old Testament.

LA-3009-4 Koine Greek I
Study of the basic grammar of the Koine Greek noun system, the present tense verbal system. Includes introduction to basic lexical and grammatical tools.

LA-3010-4 Koine Greek II (Also BNT-3010)
Prerequisite: LA-3009
Completes the study of the Koine Greek verbal system. Includes translating of various New Testament passages.

MATH

MTH-1001-3/4 Survey of Mathematics
Course designed to increase quantitative literacy and mathematical competency. Covers the basics of algebra, geometry, probability, statistics, and consumer math.

MUSIC

MU-1005/2005-1 Private Music Lessons
One-half hour of instruction per week. Open to all qualified students with consent of the instructor. Daily practice required. Refer to financial information for fee. **Instructor's signature required.**

MU-2011-1 Vocal Ensemble
Performance group will prepare and present programs for campus and local churches. Includes instruction in singing techniques and note reading.

PASTORAL MINISTRY

PM-2001-2 Introduction to Pastoral Ministry
Introduction to the pastorate exploring qualifications, job descriptions, candidating, and general pastoral functions. Emphasis placed on developing a biblical model of a pastor/shepherd and a philosophy of ministry. Includes a serious consideration of the "call" to ministry and the student's relationship to it.

PM-3002-3 Introduction to Preaching
Prerequisite: BSA-2001
Appreciation for preaching developed with exposure to various historical and modern-day models. Introduces methods of gathering, arranging, and delivering sermonic materials. Includes experience in preaching sermons.

PM-3003-3 The Practice of Preaching
Prerequisite: PM-3002
Emphasizes sermon delivery. Skills refined by frequent practice of preaching with teacher and peer review. A variety of sermon types, settings, and problems explored. Narrative preaching considered. Some sermons video taped.

PM-4001-3 Effective Pastoral Ministry
Emphasis on learning about and developing ministry skills. Identifies and wrestles with common ministerial problems. Hands-on projects and case studies required. Special sessions on worship, personal development, and pastoral counseling.

PM-4010-6 Pastoral Ministry Internship
Intern gains practical experience in church-related work under supervision. Exposure given to a variety of aspects of ministry.

PHYSICAL EDUCATION

PE-2000-1 Fitness
This course is designed to allow each student an oppurtunity to increase their physical fitness and exercise thus enabling them to develop patterns of lifelong fitness.

PE-2005-1 Athletic Student Manager
The Athletic Student Manager is a dedicated member of the intercollegiate athletic team and assists with tasks such as equipment maintenance, scoreboard and statistics, game media, details pertaining to travel, assisting the coaches as needed, and participating in practice with rebounding, team drills, and other activities as necessary.

PE-2006-1 Cross Country Running
A varsity level course that provides instruction, total fitness, and an opportunity to develop running skills and knowledge in the competitive atmosphere of intercollegiate sports.

PE-2007-1 Women's Volleyball
A varsity level course that provides instruction, total fitness, and an opportunity to develop volleyball skills and knowledge in the competitive atmosphere of intercollegiate sports.

PE-2007-1 Men's Basketball
A varsity level course that provides instruction, total fitness, and an opportunity to develop basketball skills and knowledge in the competitive atmosphere of intercollegiate sports.

PE-2007-1 Women's Basketball
A varsity level course that provides instruction, total fitness, and an opportunity to develop basketball skills and knowledge in the competitive atmosphere of intercollegiate sports.

PSYCHOLOGY

PS-1001-4/1701-3-K Introduction to Psychology

Introduction to the methods and major theoretical approaches of modern psychology. Students develop the ability to critically evaluate and apply the findings of psychology to their lives and Christian ministry.

PS-2004-3 Lifespan Developmental Psychology
Survey of human development and change throughout the life span. Covers developmental theories and research. Concept application emphasized.

PS-2006-3 Human Sexuality
Course offers information in the areas of anatomy, cultural and historical factors that affect present views of sexuality, sexual dysfunction, sexual behavior, and current issues and research in human sexuality. Students explore and develop their own theology of human sexuality.

PS-2007-2 Adolescent Psychology (Also CO-2007)
Provides a study of family and adolescent development. Surveys basic approaches to counseling adolescents, including family therapy. Topics include: substance abuse, eating disorders, running away, suicide, adjustment problems, self-esteem, peer pressure, pregnancy, and spiritual issues.

PS-2060-2 Interpersonal Skills
Course designed to increase individual effectiveness and strengthen abilities in interpersonal relationships. Topics include interpersonal communication effectiveness, personal perception, developing self-awareness, conflict management, effectively handling emotions, and developing and improving interpersonal skills.

PS-3000-3 Group Process (Also CO-3000)
Course covers understanding and application of principles underlying group processes. Includes group development, process of interaction, and effects of group membership. Experiential learning through participation in group assignments will help the student gain an understanding of group dynamics in work, civic, and church settings.

PS-3002-3 Abnormal Psychology
Study of the present psychological definitions, classifications, and indicated treatment procedures for mental or emotional illness. Brief history of mental illness included.

PS-3003-2 Professional Ethics
Provides an introduction to legal responsibilities and liabilities, state mental health laws, family law, confidentiality, codes of ethics among various professional organizations, licensure and certification, mandatory reporting, and professional identity. Application of ethical behavior in one's vocation emphasized.

PS-3004-4 Research and Statistical Methods
Introduces student to the principles and scientific methods of social science research. Includes study of descriptive and inferential statistics. Acquaints the student with knowledge and skills in hypothesis testing, sampling methods, statistical analysis and the interpretation of results. Provides opportunity to acquire skills and knowledge in research by doing research.

PS-3005-3 Psychological Measurement and Testing
Introduction to psychological and educational tests and assessment procedures. Students gain an understanding of the philosophical and ethical principles that relate to the field of testing, and recognize when and why tests should be used. Interpretation and reporting of tests and assessment results included. **[course fee]**

PS-3006-3 Social Psychology
Will study human behavior in a social context. It is interested in how the individual is affected by others.

PS-4004-2 Integration of Psychology and Theology
Prerequisite: TH-2005
Traces the historical development of psychology from ancient Greek thought to the present. Special emphasis placed on the development of psychology as a science. Systems of psychology compared. Explores various attempts to integrate psychology and theology.

PS-4010-6 Psychology Internship
Student develops an internship site with the help of his/her advisor. Placement to be consistent with the career objectives and interests of student. Internship site provides practical experience and an opportunity to apply skills acquired in the classroom.

SCIENCE

SCI-2010-3/4 Integrated Science
Overview of the physical, geological, and biological sciences, the current understandings in the sciences, and how they interface with a Christian worldview.

SCI-2003-4 Human Anatomy & Physiology
This course is designed to study the 12 systems of the body and how God formed these systems to allow for human thought and movement. This lab course enables students to take an inside look at how many of these systems and body parts function.

SPORTS MANAGEMENT

SM-2000-3 Intro to Sports Management
This course will lay the foundation for all of the Sports Management program. It will be a basic overview of the proper use of management skills within amateur and corporate sports.

SM-2001-3 Sports as a Ministry
Sports is used in a wide variety of avenues. This course will spotlight how sports can be used as a tool for ministry throughout the world.

SM-2002-3 Sports Psychology
This course is designed to show that psychological factors play a huge role in amateur and professional sports. It will give us a clear understanding of the ways people use psychology to compete at the highest level possible.

SM-3000-3 Principles of Coaching
This course will help develop a coaching philosophy and teach the fundamentals needed to be an effective coach at the amateur, collegiate, or professional level.

SM-3001-2 Facilities & Event Management
The purpose of this course is to give a detailed overview of the planning, implementing, and follow up stages to an event and how to best utilize the facilities we have available.

SM-3002-3 Administration of Sports & Athletics
This course will prepare students on the administrative side of the sports industry. It will teach skills needed to become an effective member of an amateur or collegiate administrative team.

SM-4010-3 Sports Management/Coaching Internship

THEOLOGY

TH-2003-3 People and the Environment: Environmental Stewardship (Also HUM-2003)

TH-2005-4 Christian Faith
An introduction to the main people, events, and theological positions of the Christian Tradition. Contents will focus on the doctrine of the Bible, God, humankind, the person and work of Christ, the Holy Spirit, salvation, the Church, and the last days.

TH-2222-2 Contemporary Issues in American Society (Also SOC-2222)
This class will examine topics in American society which are currently under debate, such as homosexuality and the origins of the universe. The course will examine these topics by looking at the various positions evidenced in current American society. These positions will then be examined in relation to the biblical text.

TH-4005-3/4005-3-K Biblical Theology
Study of the major biblical themes in the Old and New Testaments including the kingdom of God, covenants, temple, law, and people of God. Designed to be taken in the final year of a Bachelor's degree program.

WORSHIP LEADERSHIP

WA-2013-3 Planning and Leading Worship
Covers a wide variety of topics such as the role of the worship leader, keys to effective worship planning, team building, teaching new songs, the leader as a servant, and the visual presentation of the worship leader and team.

WA-2025/3025-1 Worship Leadership Practicum
Team preparation to lead worship in the CLH program. Includes the development of vocal and instrumental proficiencies and the development of understanding the forms and role of worship in the church. May be taken as a stand-alone course.

WA-3051-2 Use of Technology in Worship
Exposure to many forms of technology necessary for contemporary worship planning and leading. Includes sound systems, PowerPoint, and media resources available to enhance worship.

WA-3200-3 History and Theology of Worship
Establishes biblical foundation for worship and examines the theological implications of worship. Historical survey of the development of worship from early traditions to contemporary forms.

WA-4010-6 Worship Leadership Internship
For students enrolled in the Pastoral Ministry, Worship Leadership Emphasis program. Involves supervised experience in the context of an actual ministry of the student's choice.

YOUTH MINISTRY

YM-2001-3 Foundations of Youth Ministry
This course is an introduction to youth ministry. It includes a history of youth ministry and traces this history to our current day and predicts what the future of youth ministry may need to become. Students will review the history of adolescence and gain understanding of the needs and issues of current youth culture. The course will also review key foundations for effective ministry to youth.

YM-3002-3 Programming Skills in Youth Ministry
Prerequisite: YM-2001 or instructor's permission
Development of programs and curriculum for ministry with young people. Includes practical instruction for large and small group programming, campus ministry, large events, and team leadership development. Covers a variety of programming elements and resources.

YM-3003-2 Foundations of Disciple Making
Students will learn to mentor and guide those they mentor toward a deeper faith and a life of discipleship. The course will investigate the life of Christ, study His strategy for making disciples and practice these skills in an effort to create disciples who make disciples.

YM-3920-3 Organizational Issues and Skills
Prerequisite: YM-3002 or instructor's permission
Introduction and development of administrative skills necessary in children's and youth ministry. Includes learning to work within the context of a larger ministry setting. Covers topics such as multiple staff issues, calendar, ministry finance, event promotion and publicity, and risk management.

YM-4010-6 Youth Ministry Internship
Prerequisites: YM-2001, YM-3002, YM-3920
Placement in a church, para-church, or other youth agency under direct supervision of a qualified and experienced youth ministry worker. Development of programs and curriculum for ministry with young people.

ADULT & PROFESSIONAL STUDIES

2018-2019 ADULT & ONLINE EDUCATION ACADEMIC CATALOG

1600 Oak Hills Rd SW
Bemidji, MN 56601
(218 OR 888) 751-8670
oakhills.edu

ADMISSIONS OFFICE
1-866-307-OHCC (6422)
admissions@oakhills.edu

The most up to date version of the Oak Hills Christian College adult & online education academic catalog is available on the college's website at oakhills.edu.

This catalog is intended to be an accurate representation of Oak Hills Christian College. However, the college reserves the right to make changes as circumstances may require. We will attempt to communicate any such changes to faculty, staff, and students involved.

Oak Hills Christian College is an interdenominational Christian college that welcomes all applicants who are personally committed to faith in Jesus Christ. We do not discriminate on the basis of race, gender, age, physical ability, and national or ethnic origin in the administration of our educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

ADULT & ONLINE AT OAK HILLS

In keeping with the mission of Oak Hills Christian College to provide higher education that is scriptural, transformational, experiential and missional, the Adult & Professional Studies Department (A&PS) will provide online and non-traditional learning options to ensure that every Christian adult within our region and scope has access to quality biblical higher education.

The Adult & Professional Studies program at Oak Hills is designed to meet the needs of busy adult students. These students are typically interested in completing a degree while employed full-time and engaged in ministry activities. Online courses are scheduled year round, with new sessions starting every month; this allows students to complete a degree in less time than through traditional and part-time attendance.

ONLINE ACADEMIC POLICIES

ACADEMIC YEAR

Oak Hills Online programs operate on two six month terms per academic year. Courses are available year round. Courses are intensive and modular.

Term 1 July 1st - December 31st

Term 2 January 1st - June 30th

TIME OF ENTRANCE

Adult & Professional Studies (APS) students may enter at any time. Traditional on campus and PSEO students may take online courses with APS degree students.

DEFINITION OF A CREDIT HOUR

The college follows the Federal Definition of the Credit Hour:
An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15 weeks for one semester of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Regardless of the course modality, classes will be consistent in terms of purpose, scope, quality, assessment and expected learning outcomes. Students enrolled in classes delivered by an alternative means shall not be denied access to advisement, grievances, or other key academic rights and services, nor shall they be excused from the academic responsibilities expected of all students.

COURSE LOAD

The minimum load for a full-time student is 12 credits within the term. credits. Minnesota residents who are eligible for the Minnesota State Grant must be registered for at least 15 term credits in a term in order to eligible for the full grant amount. A student load of twelve online credits per term or more qualifies the individual for full-time status. Modular courses are intensive. If students are working full-time, it usually is recommended that only one course be taken at a time. Exceptions will be considered on a case-by-case basis.

ACADEMIC FILES

Students may view their academic files at any time during normal Registrar office hours. The files must not be removed from the Registrar's Office. Students may also request an electronic copy of their academic files to be sent to them.

PRIVACY OF STUDENT RECORDS (FERPA)

The Family Education Rights and Privacy Act of 1974 (FERPA) was written specifically for students and guarantees them three primary rights: the right to inspect and review their education records, the right to seek to amend their education records, and the right to have some control over the disclosure of information from those education records.

OHCC may disclose information on a student without violating FERPA regulations through what is known as directory information. This includes name, address, telephone listing, email address, date and place of birth, photo, major field of study, dates of attendance, degrees awarded, and dates the degrees were received. This information may be disclosed without the consent or knowledge of the student unless the student has notified OHCC in advance of his/her desire for their records to remain confidential. Further information will be given to students at registration. Students have the right to file a complaint with the US Department of Education concerning alleged failures by OHCC to comply with the requirements of FERPA. These may be sent to: Family & Policy Compliance Office, US Dept. of Education, 600 Independence Ave. SW, Washington, DC 20202.

FREEDOM OF INQUIRY AND EXPRESSION

Oak Hills Christian College does not limit the freedom of staff or students for inquiry or expression, provided they are in pursuit of the objectives of the school and do not infringe on the rights of others.

STUDENT CLASSIFICATIONS

Full-time: a student who is registered for 12 or more term credits.
Part-time: a student who is registered for at least one course for credit and less than 12 total term credits.
Non-degree: a student who is enrolled for 1-5 credits in continuing education (for credit, non-degree) or auditing.
Freshman: a student who has completed 0-32 credits and is working toward a degree.
Sophomore: a student who has completed 33-62 credits and is working toward a degree.
Junior: a student who has completed 63-94 credits and is working toward a degree.
Senior: a student who has completed 95 or more credits and is working toward a degree.

PROGRAM REQUIREMENTS

Students are required to fulfill the program requirements listed in the catalog at the time of enrollment. If a student selects a catalog later than the one in effect at enrollment, they cannot return to the previous catalog.

If a student drops out for more than four consecutive terms, the requirements of the catalog in effect at the time of re-enrollment must be met.

If a student with fewer than 30 credits remaining to complete their bachelor's degree drops out for more than six conecutive terms, the requirements of the catalog in effect at the time of re-enrollment must be met.

PROGRAM PLANNING/ADVISORS

Each student is assigned a faculty advisor to assist with academic program planning and to give guidance and encouragement. Even though the student is ultimately responsible for planning his/her program, the faculty advisor provides assistance in class selection and is available when the student needs advice.

STUDENT ATTENDANCE & PARTICIPATION

ATTENDANCE

For online programs, learner attendance is counted by posting minimally once per week in response to discussion questions or assignments. Posting to chat forums or e-mailing other course participants (including the faculty) do not count towards attendance.

PARTICIPATION

Participation differs from attendance. While a learner may be in attendance online, the participation may not be exemplary. Participation in a class involves being interactive with fellow learners and the faculty member whether in discussion, activities, or projects. Participation in each course will vary depending on the circumstances.

ACADEMIC HONESTY

Oak Hills Christian College stands on the principles of truth and honesty as essential biblical principles for life. It is expected that these principles will be followed in all academic activity. Academic Honesty is an important asset for both an institution of higher learning and an individual learner. A student must always submit work that represents his or her original words or ideas. If any words or ideas are used that do not represent the student's original words or ideas, the student must cite all relevant sources. The student should also make clear the extent to which such sources were used. Words or ideas that require citations include, but are not limited to, all hard copy or electronic publications, whether copyrighted or not, and all verbal or visual communication when the content of such communication clearly originates from an identifiable source.

Academic dishonesty could involve:

- Having a tutor or friend complete a portion of your assignments.
- Having a reviewer make extensive revisions to an assignment.
- Copying work submitted by another student to a public class meeting.
- Using information from online information services without proper citation.
- Unauthorized collaborating or copying another's work.
- Violating copyright laws.
- Sabotaging another student's work.
- Submitting the same assignment for more than one course without prior consent of all instructors concerned.

Academic dishonesty has grave repercussions for the learner. The learner will receive a failed grade on the assignment depending on the severity, accompanied by a report to the academic administration of the college.

A second instance of academic dishonesty will result in a failure of the assignment and the course (if within the same course) and a report to the administration. A third instance of academic dishonesty will result in failure of the course, reporting of the incident to the administration, and removal of the learner from the program. These consequences are cumulative throughout the student's entire Oak Hills experience, not just in an individual course.

OFFICIAL GRADING SCALE

Percentile	Points	Letter Grade
90-100%	900-1000	A
80-89%	800-899	B
70-79%	700-799	C
60-69%	600-699	D
59% and below	0-599	F

A	= Excellent	*4 grade points*
B	= Above average	*3 grade points*
C	= Average	*2 grade points*
D	= Below average	*1 grade point*
F	= Failure	*0 grade points*
I	= Incomplete	
W	= Withdrawn	
P	= Pass *(equals 70% or better; 'C)*	
NP	= Not passing (not included in GPA)	

RESIDENCE REQUIREMENT

In order to receive the following degrees, the student must complete the indicated hours in courses through OHCC. Online students should note that there is no requirement to reside physically or take courses on the OHCC campus.

Online Bachelor: 27 hours (15 in major; 12 in required upper level biblical studies 3 - Old Testament, 3-New Testament, 3-Advanced Interpretation of Biblical Literature, 3-Biblical Theology)
Online Associate: 21 hours (6 in biblical studies)

COURSE SUBSTITUTION/WAIVER

The college reserves the right to substitute or waive a course requirement. If initiated by student, the student must complete a Substitution Waiver Form and get approval from the Director of Adult & Professional Studies, and the Registrar.

CREDIT FOR PRIOR LEARNING (CPL)

The faculty may substitute prior learning for academic credit. A&PS students may earn Credit for Prior Learning (CPL) by submitting a potition for evaluation by faculty in the respective disciplines. Students must demonstrate they have met the objectives of the course/s to be substituted. The policy and procedures to apply for CPL are available upon request to the Director of Adult & Professional Studies or Registrar. There is no maximum limit on credit for prior learning for Adult & Professional Studies (APS) online students provided that students meet the residence requirement of the college. The Director of Adult & Professional Studies will advise students in evaluating and applying for CPL.

ADDING AND DROPPING FROM CLASSES

Adult & Professional Studies (A&PS) students may not add an online class after the start date of the course. A&PS degree students may drop an online course through the first week of the course, beginning with the published start date of the course. The student's account will be credited 100% of the tuition.

A&PS degree students may withdraw from a course in week two or three of the course. A "W" (withdraw) will appear on the student transcript and the course will be included in the annual calculation of satisfactory academic progress (SAP). There will be no refund on tuition.

All withdrawals must be documented in writing with the Director of Adult & Professional Studies. Undocumented withdrawals will result in failing grades and assessment of full tuition charges.

In all cases, the student's financial aid will be adjusted according to federal and state regulations. The student should contact the Financial Aid Director for further explanation.

WITHDRAWAL FROM THE PROGRAM

Adult & Professional Studies (A&PS) students who need to fully withdraw from their program must do so no later than the first week of their current course in order to maintain satisfactory academic progress and avoid tuition charges for the course. Students will be responsible for full tuition for courses completed prior to withdrawal. Any remaining courses in the term will be removed. The student's financial aid award will be adjusted according to federal and state regulations.

INCOMPLETES

If an Adult & Professional Studies (A&PS) student has legitimate reasons for needing an extension, he or she must request an extension with the instructor and the Director of Adult & Professional Studies before the end of a course. Reasons recognized include medical emergencies, physical and/or mental illness, or a family crisis.

Any incomplete must be completed within the time agreed upon when an extension is granted, unless a further written extension is allowed by the instructor and the Director of Adult & Professional Studies. Students requesting an incomplete will not be allowed to enroll in or start further courses after that time until the incomplete course is completed. Any incompletes remaining beyond the end of the agreed extension period will be graded an "F".

DISMISSAL GRADES

Any A&PS student dismissed from the college will have a withdraw (W) applied to the course in which they are currently enrolled. This grade does not affect a student's grade point average.

TRANSFER OF CREDIT

General policies for the transfer of credit are as follows:

1. Credits earned through CLEP (College Level Examination Program) and AP (Advanced Placement) will be evaluated by the Registrar on a course by course basis. CLEP courses will be used to waive the course requirement and the credit requirement.
2. Credits earned at other schools with a grade of "C" or better may be transferred to OHCC and applied toward graduation, provided those credits meet the program requirements. Pass/no pass courses will transfer if the pass reflects a 70%.
3. The institution at which the credits were earned must be recognized by an accrediting agency approved by the Council on Higher Education Accreditation (CHEA) or acknowledged by OHCC, however, OHCC reserves the right to disapprove credits from any institution at their sole discretion.
4. Students may be asked to validate equivalent subjects taken at non-accredited schools. After equivalency has been approved, the credits will be pending official approval until the student achieves a minimum GPA of 2.0. This must be done during the student's first year at OHCC, or the transfer credits will be lost, except where an articulation agreement exists.
5. Online degree-seeking students who have completed courses in other recognized colleges or universities might receive up to 66 semester hours of credit, depending upon the major. The amount of credit, the courses to be accepted, and the method of evaluation will be determined by the nature of the courses and the type of institution. An applicant who has attended any college or university after graduation from high school must submit an official transcript from each institution. Although the Adult & Professional Studies Program Director will do preliminary transcript evaluations, all evaluations will become official when reviewed by the Registrar.

DEAN'S LIST

In order to qualify for the Dean's List (determined each term), students must be full-time, have a term GPA of 3.50 or above, and must not have a grade below a "C" or a "No Pass" on their transcript for the term.

GRADUATION HONORS

Graduating B/BA/BS students who have completed the equivalent of four full-time terms at Oak Hills will be awarded graduation honors based on the following grade point averages:

3.90-4.0 Summa Cum Laude

3.75-3.89 Magna Cum Laude

3.50-3.74 Cum Laude

These honors will be printed in the graduation program.

GRADUATION REQUIREMENTS

General requirements for graduation are as follows:

1. All program requirements must be completed as listed in the catalog at the time of enrollment or in the chosen subsequent catalog.
2. Students must attain a minimum cumulative grade point average of 2.0 in courses taken at OHCC.
3. No grade below a "C" will count toward any biblical studies course, any core course in the Bachelors major, the Christian Ministry core, the senior capstone or portfolio course, and program specific General Education courses.
4. Transfer credits must be documented on official transcripts.
5. Residence requirement must be fulfilled.
6. Christian character and conduct as described in the OHCC Student Handbook must be demonstrated.

Please note: *Transcripts and diplomas will not be released until the student's account is paid in full.*

TRANSCRIPT REQUESTS

Oak Hills Christian College transcripts must be requested in person or in writing, (Data Privacy Act 1974) from the Registrar's Office at OHCC, as well as online through Oak Hills' website. The transcript fee is $5.

SATISFACTORY ACADEMIC PROGRESS & ACADEMIC DISMISSAL

Students need to complete their degree in a timely manner. In order to accomplish this, Oak Hills has set forth Satisfactory Academic Progress standards consisting of minimum grade point averages and minimum credits earned per year.

MINIMUM GRADE POINT AVERAGE (GPA):

1-32 credits: 1.7 cumulative GPA

33-62 credits: 1.8 cumulative GPA

63 and above: 2.0 cumulative GPA

In order for any student to graduate with a certificate, a two-year degree, or a four-year degree, the student must have a cumulative GPA of 2.0 or higher. Any student enrolled in a program that is longer than two academic years must have at least a 2.00 GPA or better at the end of their second year.

Minimum Pace-of-Progression: Students must complete coursework at a cumulative rate 67%. Students must successfully complete 67% of the hours attempted to meet the minimum requirements for pace-of-completion. Completed coursework is definded as any course for which the student recieves a passing grade. All credit hours with a passing grade on a student's academic record according to the Office of the Registrar (A, B, C, D, P), and all transfer, remedial, and early credit hours taken in high school (PSEO, AP, and CIC).

Attempted Credits Include:

• All credits for courses in which a student is formally enrolled after the add/drop period.

• All credits for courses in which the student enrolled, but subsequently withdrew or failed.

• Transfer credits from another school that are accepted by OHCC

Financial Aid: In compliance with federal and state requirements, OHCC will disperse federal and state financial aid monies to those students who either meet or have the potential to meet Satisfactory Academic Progress.

Transfer Students: Transfer students do not transfer in a GPA. Their cumulative GPA consists of classes taken only at OHCC. Credits transferred to OHCC from other institutions will be counted toward the Minimum Credits Earned Per Year requirement.

Determination of Academic Progress Standing: At the end of each term, the Registrar will review the cumulative GPA and the number of credits earned for each student. The first time a student fails the minimum cumulative grade point average requirement or the number of credits earned requirement during the term, the student will be placed on ACADEMIC WARNING. Students placed on academic warning are eligible for continued enrollment and are expected to make progress toward meeting the minimum cumulative grade point average (GPA) and minimum number of credits earned requirement.

Requirements for Academic Warning: Upon conclusion of the warning term, if the student has met the minimum cumulative GPA and number of credits earned requirement, the student's warning status will be removed.

Academic Dismissal: Upon conclusion of the warning term, those students not meeting the minimum cumulative GPA or number of credits earned requirement will be suspended from Oak Hills Christian College. The student will be notified by the Dean of the College of their dismissal.

Reinstatement/Appeal Process: Students dismissed from OHCC who wish to return following a dismissal period of one term must submit a petition to the Registrar's Office. The petition should include information on the circumstances that affected past performance and a plan to be successful in achieving future academic progress. All petitions submitted to the Registrar's Office will be reviewed by the Academic Appeals Committee. Students with an approved petition for academic reinstatement will be placed on academic warning for one term. While on warning, the student will be required to meet the terms set forth by the Committee.

Students are allowed to receive financial aid while on academic warning. If the student does not believe the committee followed the appropriate procedures or considered all relevant information, the student may appeal to the Dean of the College. The Dean's decision is final. If a student fails to attain Satisfactory Academic Progress, he or she will be dismissed again from OHCC. A student is allowed a maximum of two petitions of readmission.

ADDITIONAL INFO REGARDING SATISFACTORY PROGRESS

Repeating a Course: A grade of D, in any four year program, must be replaced or re-taken if they are part of the student's major. When a course is re-taken the final grade will be the grade of record whether the grade is higher or not. The previous grade will remain on the student's transcript but will not be calculated in the GPA.

Credit For Military Training & U.S. Armed Forces Institutes (USAFI)

Courses for which credits earned while in the military must be listed on official military documents (i.e., DD214, DD295, and Army/American Council on Education Registry Transcript). Other official military documents may be used as the basis for evaluation at the discretion of the Office of Admissions, given that they contain the elements necessary for evaluation. Those courses that are eligible for evaluation will be awarded college transfer credits consistent with the Registrar and directives issued by Academic Departments.

ACADEMIC AMNESTY PROGRAM

OHCC has an Academic Amnesty Program which allows for forgiveness (exclusion from grade point calculation) of a maximum of two consecutive terms for former OHCC students if the student's poor academic performance was the result of extenuating circumstances. It is designed to permit the readmission of formerly unsuccessful students who present evidence of motivation and the ability to succeed if readmitted to OHCC. See the Registrar to request an application for the Academic Amnesty Program. ***Please note:*** *Federal financial aid regulations do not recognize academic amnesty.*

ASSISTED LEARNING

Oak Hills Christian College will seek to assist students with disabilities and to help students achieve Satisfactory Academic Progress.

Students on Academic Warning will report weekly with the Director of Adult & Professional Studies for academic advising. This includes monitoring of class attendance, assignments, study habits, and time management. Additional requirements may be added if deemed helpful to the student.

STUDENTS WITH DISABILITIES:

Reasonable accomidation services are provided to students with disabilities under the Assisted Learning Program according to the provisions and guidelines provided in the Americans with Disabilities Act (ADA). When seeking accommodations, the student must provide documentation of disabilities. Accommodations will be determined on an individual basis according to need. This This will be established by student interviews and professional recommendations included in the documentation. will be established by student interviews and professional recommendations included in the documentation.

Students should refer to the general Admission Policies of the college (pg. 15-16) for more information.

Students may contact the Minnesota Office of Higher Education to file a grievance at: http://www.ohe.state.mn.us/mPg.cfm?pageID=1078

ONLINE FINANCIAL POLICIES

PAYMENT SCHEDULE

Adult & Professional Studies (APS) students will register and arrange payment for courses taken within a full 6-month term. Payment in full will be due at the time financial aid is given or an approved payment plan must be in place to attain a zero balance on account before the end of the term. Students will not be allowed to continue into a new term with an outstanding balance. Accounts not meeting this policy will be subject to late fees.

PAYMENT METHODS

Students may pay their accounts by grants, scholarships, student loans, cash, check, credit or debit card.

OUTSTANDING BALANCES

Students with outstanding account balances at the end of the term will not be allowed to re-enroll. Grades, official transcripts, and diplomas will not be released until the student's account is paid in full.

DEPARTURE PROCESS

Transcripts and other records will not be issued until all obligations have been satisfactorily met.

MILITARY DEPLOYMENT REFUND POLICY

Refunds are available to those who are called to active duty. Reservists have 3 options:

1. Receive a pro-rata refund. A copy of the military deployment order must be given to the Registrar.
2. Make arrangements with the faculty to complete course work if at least 75% has already been completed.
3. Receive a full tuition credit for a future semester. Admission requirements must be met at the time of readmittance.

EVALUATION OF APPLICATION TO RECEIVE CREDIT FOR PRIOR LEARNING

The fee to evaluate a petition for Credit for Prior Learning is $50 per credit for which the student applies. This fee applies regardless of the final outcome of the faculty evaluation.

ONLINE FINANCIAL AID

OHCC FINANCIAL AID PROGRAM

The Oak Hills Christian College Financial Aid Program is intended to supplement the resources of the student. Accepting the challenge to finance a college education is primarily the student's responsibility. The Financial Aid Office at OHCC is available to students to provide information and answer questions. Adult & Professional Studies (A&PS) students may be eligible for financial aid. Eligibility requirements and deadlines vary. Students are encouraged to contact the Financial Aid Office for more information.

FAFSA: FREE APPLICATION FOR FEDERAL STUDENT AID

Oak Hills Christian College requires all students who are seeking financial aid to first complete the Free Application for Federal Student Aid (FAFSA). Our FAFSA number is 016116. This form can be done on-line at www.fafsa.ed.gov. For more information, please contact the Financial Aid Office.

SATISFACTORY ACADEMIC PROGRESS

Federal regulations require that all financial aid recipients achieve satisfactory academic progress. This means students must maintain an adequate GPA and progress at a reasonable rate toward a certificate or degree. Any student who fails to achieve Satisfactory Academic Progress will be placed on Academic Warning for one term, during which time they will continue to receive financial aid. At the end of that term, the student must meet Satisfactory Academic Progress or financial aid will be withdrawn.

FINANCIAL AID PROGRAMS AVAILABLE

Federal Pell Grants: These are need-based grants. Eligibility is determined by the Free Application for Federal Student Aid (FAFSA). All FAFSA applicants will receive a Student Aid Report that clarifies eligibility and award requirements. Federal Supplemental Educational Opportunity Grants (FSEOG): These are need-based grants. Eligibility is determined by the FAFSA.

Minnesota State Grants: These are need-based grants for eligible Minnesota residents. Eligibility is determined by the FAFSA and a supplemental OHCC Financial Aid Application. In order to receive a full Minnesota State Grant, a student must be registered for 15 semester credits. Awards will decrease accordingly for 14 credits down to 3 credits.

William D. Ford Direct Loans (Subsidized): Eligibility is determined by the FAFSA. These loans are interest-free while the student is enrolled and until six months after graduation or withdrawal. Loan amounts are dependent upon financial need and grade level.

William D. Ford Direct Loans (Unsubsidized): These are non-need based loans for students who need additional funding.

Direct PLUS Loans: These loans are available for parents to borrow for the education of their dependent children. The yearly limit is based on the cost of education minus any financial aid for which the student is eligible.

Private Loans: These programs are designed to supplement existing loan programs. They provide long-term, low-interest loans for students who cannot obtain financing from traditional financial aid programs. The yearly limit is based on the cost of education minus any financial aid for which the student is eligible.

ONLINE PROGRAM COST & PAYMENT SCHEDULE

ADULT/ONLINE DEGREE STUDENT COSTS 2018-2019

The following fees apply to the Adult & Professional Studies (APS) online degree programs.

Tuition per credit	$390
Graduation Fee (final term only)	$90
Credit for Prior Learning Evaluation	$50/credit

SUMMARY – APPROXIMATE ANNUAL TOTAL

Tuition at 30 credits per year (10 courses/12 months)	$11,700
Tuition at 24 credits per year (8 courses/12 months; minimum needed for full-time status)	$9,360
Course Fess are an estimated cost for books and materials (varies greatly by course)	$400-$800

OTHER STUDENT CATEGORIES

PSEO students taking non-PSEO online courses (for college credit toward a degree)	$195/credit
Non-degree seeking (for credit or audit)	$180/credit

SUBJECT TO CHANGE

The cost information listed above applies to the 2018-2019 academic year and is subject to change in future academic years.

ONLINE ACADEMIC PROGRAMS

BACHELOR DEGREE

Business Administration ..... page 55-56
Leadership and Ministry ..... page 57-58

ASSOCIATE DEGREE

Biblical Studies and Ministry ..... page 59
Business Administration ..... page 60

BACHELOR IN BUSINESS ADMINISTRATION

ONLINE DEGREE

PROGRAM DIRECTOR: Dana Schnortz
ONLINE FACULTY ADVISOR: Dr. Sue Glidden

PROGRAM PURPOSE: The graduate will be prepared for effective service in society and will have the skills and knowledge necessary to manage an organization.

COLLEGE EDUCATIONAL OBJECTIVES: Upon completion of their program of study, all Oak Hills graduates will:

1. DEMONSTRATE GROWTH IN FAITH AND WORSHIP: Students will be committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.

2. UNDERSTAND THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.

3. UNDERSTAND OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview of others, and to interact meaningfully with their own and other cultures.

4. INTEGRATE FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.

5. SERVE OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

PROGRAM OBJECTIVES: Upon completion of the Business Administration program of study, graduates will:

1. Understand and apply the principles (management, marketing, finance) by which an organization operates.
2. Understand and function from solid legal and ethical bases.
3. Evaluate the financial condition and statements of a business and propose courses of action.
4. Develop, implement, and evaluate a business plan within an organization.
5. Manage people and processes within an organization.

BACHELOR DEGREE IN BUSINESS ADMINISTRATION (ONLINE) – COURSES BY TYPE

BIBLICAL STUDIES (30 credits)

- » Old Testament Survey
- » New Testament Survey
- » Interpretation of Biblical Literature
- » Christian Faith
- » Apologetics
- » Advanced Interpretation of Biblical Literature
- » Biblical Theology
- » Biblical Studies Electives (9)
  (must include 6 credits of 3-4,000 upper level; and include 1 OT, 1 NT)

CHRISTIAN MINISTRY (12 credits)

- » Sharing and Defending the Faith
- » Small Groups in the Church
- » Biblical Concepts of Leadership
- » Foundations of Teaching and Preaching

GENERAL EDUCATION (36 credits)

COMMUNICATIONS

- » College Writing I
- » College Writing II or Business Writing
- » Communications Concepts

HUMANITIES

- » Philosophy and Worldview
- » Humanities Elective
- » Integrative Senior Seminar

SOCIAL SCIENCES

- » History Elective
- » Sociology or Cultural Anthropology

NATURAL SCIENCE/MATH

- » Math or Science Electives (6 credits)

OTHER GENERAL EDUCATION ELECTIVES

- » General Education Electives (6 credits)

BUSINESS ADMINISTRATION & MANAGEMENT (30 credits)

- » Essentials of Management
- » Management of Human Resources
- » Accounting for Managers
- » Introduction to Business
- » Economics for the Manager
- » Organizational Leadership
- » Legal Implications for Business
- » Business Ethics
- » Management of Marketing
- » Case Studies in Leadership

FREE ELECTIVES (12 credits)

SUMMARY

- » Biblical Studies (30 credits)
- » General Education (36 credits)
- » Christian Ministry (12 credits)
- » Business Administration & Management (30 credits)
- » Free Electives (12 credits)
- » **TOTAL = 120 credits**

BACHELOR IN LEADERSHIP & MINISTRY

ONLINE DEGREE

PROGRAM DIRECTOR: Dr. Sue Glidden

PURPOSE: To provide Christian adults with the skills to lead and minister in a church, church ministry or non-profit ministry or career.

COLLEGE EDUCATIONAL OBJECTIVES: Upon completion of their program of study, all Oak Hills graduates will:

1. DEMONSTRATE GROWTH IN FAITH AND WORSHIP: Students will be committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.

2. UNDERSTAND THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.

3. UNDERSTAND OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview of others, and to interact meaningfully with their own and other cultures.

4. INTEGRATE FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.

5. SERVE OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

PROGRAM OBJECTIVES: Upon completion of the Leadership and Ministry program of study, graduates will:

1. UNDERSTAND LEADERSHIP ISSUES: Students will understand the critical issues and dynamics involved in contemporary leadership and ministry.

2. APPLY LEADERSHIP AND MINISTRY SKILLS: Students will apply principles and practices appropriate to effective, ethical, and personal leadership and ministry as a Christian in today's world.

BACHELOR IN LEADERSHIP & MINISTRY

BACHELOR DEGREE IN LEADERSHIP & MINISTRY (ONLINE) – COURSES BY TYPE

BIBLICAL STUDIES (30 credits)
- » Old Testament Survey
- » New Testament Survey
- » Interpretation of Biblical Literature
- » Christian Faith
- » Apologetics
- » Advanced Interpretation of Biblical Literature
- » Biblical Theology
- » Biblical Studies Electives (9 credits)
  (must include 6 credits of 3-4,000 upper level; and include 1 OT, 1 NT)

GENERAL EDUCATION (36 credits)

COMMUNICATIONS
- » College Writing I
- » College Writing II or Business Writing
- » Communications Concepts

HUMANITIES
- » Philosophy and Worldview
- » Humanities Elective
- » Integrative Senior Seminar

SOCIAL SCIENCES
- » History Elective
- » Social Science Elective

NATURAL SCIENCE/MATH
- » Math or Science Electives (3 credits)

OTHER GENERAL EDUCATION ELECTIVES
- » General Education Electives (9 credits)

LEADERSHIP & MINISTRY (27 credits)
- » Sharing and Defending the Faith
- » Small Groups in the Church
- » Biblical Concepts of Leadership
- » Foundations of Teaching and Preaching
- » Essentials of Management
- » Personal and Social Ethics
- » Organizational Leadership
- » Working with Teams
- » Case Studies in Leadership

FREE ELECTIVES (27 credits)

SUMMARY
- » Biblical Studies (30 credits)
- » General Education (36 credits)
- » Leadership & Ministry (27 credits)
- » Free Electives (27 credits)
- » **TOTAL = 120 credits**

ASSOCIATE IN BIBLICAL STUDIES & MINISTRY

ONLINE DEGREE

PROGRAM DIRECTOR: Dr. Sue Glidden

PURPOSE: To provide to the adult online student a broadly based program of study in general education, biblical studies, and ministry studies. This program will prepare the student to serve in churches or para-church organizations, engage in personal ministry or pursue further education.

OBJECTIVES: Upon completion of the program of study, graduates will:

1. DEMONSTRATE GROWTH IN FAITH AND WORSHIP: Students will be committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.

2. UNDERSTAND THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.

3. UNDERSTAND OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview of others, and to interact meaningfully with their own and other cultures.

4. INTEGRATE FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.

5. SERVE OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

ASSOCIATE IN BIBLICAL STUDIES & MINISTRY (ONLINE) – COURSES BY TYPE

BIBLICAL STUDIES (24 credits)
- » Old Testament Survey
- » New Testament Survey
- » Interpretation of Biblical Literature
- » Christian Faith
- » Apologetics
- » Biblical Studies Electives (9 credits)
  (must include 1 OT, 1 NT)

GENERAL EDUCATION (18 credits)

COMMUNICATIONS
- » College Writing I
- » Communications Concepts

HUMANITIES
- » Philosophy and Worldview

SOCIAL SCIENCES
- » History or Social Science Elective

OTHER GENERAL EDUCATION ELECTIVES
- » General Education Electives (6 credits)

CHRISTIAN MINISTRY (18 credits)
- » Sharing and Defending the Faith
- » Ministry Electives (15 credits)

FREE ELECTIVES (3 credits)

SUMMARY
- » Biblical Studies (24 credits)
- » General Education (18 credits)
- » Christian Ministry (18 credits)
- » Free Electives (3 credits)
- » **TOTAL = 63 credits**

NOTE: *Check the Online Course List and talk with your Faculty Advisor to determine choices for electives in any category.*

A.S. IN BUSINESS ADMINISTRATION

ONLINE DEGREE

PROGRAM DIRECTOR: Dana Schnortz
ONLINE FACULTY ADVISOR: Dr. Sue Glidden

PROGRAM PURPOSE: To prepare graduates with a broad range of general business skills and a demonstrable knowledge of business from a biblical perspective. Graduates will be prepared to serve with integrity in areas of business administration, accounting, marketing, management, retail or non-profit organizations. Students may apply the Associate's degree toward the Bachelor's in Business Administration or other bachelor's programs.

COLLEGE EDUCATIONAL OBJECTIVES: Upon completion of the program of study, graduates will:

1. DEMONSTRATE GROWTH IN FAITH AND WORSHIP: Students will be committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.

2. UNDERSTAND THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.

3. UNDERSTAND OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview of others, and to interact meaningfully with their own and other cultures.

4. INTEGRATE FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.

5. SERVE OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

PROGRAM OBJECTIVES: Upon completion of the Associates of Science in Business Administration program of study, graduates will:

1. Understand and apply the principles (management, marketing, finance) by which an organization operates.
2. Understand and function from solid legal and ethical bases.
3. Understand people and processes within an organization.

ASSOCIATE OF SCIENCE DEGREE IN BUSINESS ADMINISTRATION (ONLINE) – COURSES BY TYPE

BIBLICAL STUDIES (18 credits)
- » Old Testament Survey
- » New Testament Survey
- » Interpretation of Biblical Literature
- » Christian Faith
- » Apologetics
- » Biblical Studies Elective (3)

GENERAL EDUCATION (18 credits)

COMMUNICATIONS
- » College Writing I
- » Communications Concepts

HUMANITIES
- » Philosophy and Worldview

SOCIAL SCIENCES
- » History Elective
- » Social Science Elective

NATURAL SCIENCE/MATH (3)
- » Math or Science Elective

CHRISTIAN MINISTRY (3 credits)
- » Sharing and Defending the Faith

BUSINESS ADMINISTRATION & MINISTRY (18 credits)
- » Biblical Concepts of Leadership
- » Essentials of Management
- » Economics for the Manager
- » Management of Human Resources
- » Personal and Social Ethics
- » Business/Leadership Elective (3)

FREE ELECTIVES (6 credits)

SUMMARY
- » Biblical Studies (18 credits)
- » General Education (18 credits)
- » Christian Ministry (3 credits)
- » Business Administration & Management (18 credits)
- » Free Electives (6 credits)
- » **TOTAL = 63 credits**

NOTE: *Check the Online Course List and talk with your Faculty Advisor to determine choices for electives in any category.*

ONLINE COURSE DESCRIPTIONS

Students should refer to the 'Course Descriptions' on pages 37-43 for a complete list of available on-campus courses.

BIBLE: NEW TESTAMENT

BNT-1700-3-K New Testament Survey
A survey of the New Testament including events in the life of Christ, the development of the early church, the work of the followers of Christ, and the influence on organizations and people in the first century and beyond. This knowledge and understanding is extended into applications in the life and personal devotions of the learner.

BNT-2715-3-K Life of Christ
A study of the Life of Christ as recorded in the Synoptic Gospels and in the Gospel according to John.

BNT-3009-3-K Romans
This course is an exegetical and historical study of Paul's Epistle to the Romans with exposition and application of the book's leading themes.

BNT-3702-3-K Acts
A study of the Acts of the Apostles that specifically follows the historical expansion of the church through doctrinal development, growth in understanding, evangelism and geographical expansion through the missionary activities of its members. We will become acquainted with the activities of the great church leaders of the first century, e.g., Peter, James and Paul.

BIBLE: OLD TESTAMENT

BOT-1702-3-K Old Testament Survey
A survey of the history, literature and theology of the Old Testament with a specific emphasis on the contemporary application of Old Testament teachings. A critical examination of the concept of covenant in the Old Testament will occur throughout the course. A critical analysis of specific Old Testament passages will contextualize the broader themes and teachings of the Old Testament.

BOT 2713-3-K History of the Israelite Kingdom
This course is a study of the history of the people of God in the Old Testament as that history is recorded from Genesis through Esther. It will consider God's redemptive plan as it is expressed in His covenants with Israel. Special emphasis will be made to help the student understand the geography of the Near East.

BOT 2115-3-K Poetic and Wisdom Books
A study of Job, Psalms, Proverbs, Ecclesiastes and the Song of Songs that emphasizes the genius of Hebrew poetry and the doctrinal depth, spiritual value and ethical implications of these books.

BOT 3705-3-K Old Testament Pentateuch
Introduction to the content, history and literature of the Pentateuch with a special emphasis on the development of the Abrahamic and Mosaic covenants and their significance for Old Testament theology and the 21st century Christian community. A critical analysis of specific Old Testament passages will expand upon a study of the broader theological context of the Pentateuch. An examination of chronology will introduce the significance of historical context in the Pentateuch.

BIBLICAL STUDIES APPROACH

BSA-1002-3-K Interpretation of Biblical Literature
A study of the process that led to the creation of the English Bible and its authority, a survey of the principles and practice of independent Bible study, including an emphasis on the grammatical historical approach to biblical interpretation. The student will study methods of application leading to the development of theme, proposition and finally the lesson itself.

BSA-3719-3-K Advanced Interpretation of Biblical Literature
A study of basic to advanced principles and methods of biblical interpretation and application.

BUSINESS

BUS-1002-3-K Introduction to Business
Introduction to the fundamentals of business including business organization, business environment, management, marketing, finance, mission, business ethics, and social responsibility.

BUS-2731-3-K Macroeconomics
A study of macroeconomic theory with a primary emphasis placed upon an examination of economic aggregates, including topics such as supply and demand, the market process, the economic role of government, measuring the nation's economic performance, unemployment, economic fluctuations, fiscal policy, money and the banking system, economic growth, international trade, and foreign exchange markets.

BUS-2732-3-K Microeconomics
A study of microeconomic theories of supply and demand, price determination, resource allocation, various degrees of competition and international trade and finance, as well as exploration of applications such as income inequality, rural and urban economics, social control of industry, and labor unions.

BUS 3731-3-K Accounting for Managers
This course provides an overview of accounting from the perspective of a non-accounting manager. It helps to develop the tools to understand the essentials of how finance functions within an organization. This includes internal controls, the function of accounting, historical accounting data and financial planning. The course also provides an overview of how to manage a business by God's principles.

BUS 3732-3-K Legal Implications for Business
This course will give a basic explanation of the law--its sources, development, terminology—and a discussion of specific legal doctrines and principles which affect business, with an introduction to business organizations such as corporations and partnerships, criminal contracts, legal documents and property.

BUS 3733-3-K Entrepreneurship
This course covers the various disciplines, activities and skill sets required to be successful as an entrepreneur. It explains the physiological and analytical aspects of successful entrepreneurship as well as skill sets needed in the disciplines of management, marketing, accounting, operations and law.

BUS 3735-3-K Economics for the Manager
A focus on the use of economics in making managerial decisions; both within

an organization, and in the larger market arena. Issues involving scarcity and choice, the United States economy, price, production, cost, competition, money, income, business cycles and international trade are included. The interaction between economics and organizations is emphasized.

BUS 4731-3-K Management of Marketing
The use of organizational mission to develop a marketing approach to reach potential constituencies with image, product and service that will cause those constituencies to utilize the organization to meet their perceived needs in a manner that is profitable to the organization.

BUS 4732-3-K Business Ethics
The development, discussion and resolution of ethical issues in organizations and how outcomes are impacted by ethical standards and Christian faith.

BUS 4737-3-K Management of Human Resources
A study of an organization's effort to find, motivate and retain effective people who demonstrate a commitment to being part of a team which accomplishes the organizational mission.

CHRISTIAN MINISTRY

CM-1002-3-K Sharing and Defending the Christian Faith
A study of the nature, purpose and process of biblical evangelism and its application to various ministries; a study of New Testament discipleship principles and their application, with a special emphasis upon building discipling relationships and small group ministry.

CM-2711-3-K Foundations of Teaching and Preaching
Introduces the principles and skills necessary to effectively communicate Scripture through teaching and preaching delivery. This course allows for the development and application of skills learned.

CM-4732-3-K Small Groups in the Church
This course will benefit anyone who participates in small groups, but it is specifically designed to help leaders understand the components of group process and enable them to fulfill their roles. The primary focus of the course is small groups in a church-based ministry, although many of the concepts and principles also apply to businesses and other organizations that are comprised of groups of people.

COMMUNICATIONS

COM-3731-3-K Communication Concepts
An introduction to the concepts of effective oral and written communication to include functioning in teams and other organizational settings as well as interpersonal exchanges.

CULTURAL STUDIES

CUL-2003-3-K Cultural Anthropology
This course introduces you to the principles and practice of cultural anthropology. After class exploration of various methods and concepts, you will explore those insights practically in actual cross-cultural experiences.

ENGLISH

ENG 1000-3-K College Writing and Research [College Writing I]
This course is an exercise in critical reading and thinking and effective strategies of persuasion. It is also a study of paragraph and composition structure, focusing on expository and persuasive writing as well as the "rhetorical modes" with their use individually and cooperatively, and on research and proper documentation requirements at the college level.

ENG 1001-3-K College Writing II
An exercise in the ability to read and think critically and to write persuasively. A study of the collection and synthesis of information from a variety of sources, focusing on the ability to use such information to logically construct an argument.

ENG 2703-3-K Business Writing
Advanced professional writing course that provides practice in communicating and writing for business, research, government, and industry. Emphasizes clear, concise, effective, and error-free communication. Develops skill in writing professional emails, memos, resumes, reports, project plans, and business abstracts for specific audiences through contextual analysis and encourages ethical responses to professional audiences. Collaborative production of business documents. Research and analysis of scholarly and news articles and documents in business.

ENG 2732-3-K American Literature I
Survey of American Literature I-Beginnings to 1700 provides an overview of the literature and historical time-frame for this period. Stories, biographical sketches, poems, speeches, letters, and essays comprise this course in order to provide a rich array of readings for this literary study. Students will engage in a process of critical reading, responding, analyzing, interpreting, and writing in the course. There is no course prerequisite.

ENG 2733-3-K English Literature I
This is a course survey covering English literature from the Middle Ages through the Eighteenth Century. The course acquaints students with this literature through a process of reading, analyzing, interpreting, writing, and thinking critically about essays, stories, poetry, and plays from a broad spectrum of English literature. From knights to queens to Christian pilgrims to discoverers and reformers, this study provides a glimpse into the changing dynamics of the latter 1400s to the early 1800s. In so doing, the course considers English literature in a historical, social, and ideological context as those influences greatly impacted and shaped the writers and perceptions of the time period.

ENG-3732-3-K Literature of C. S. Lewis
The course will explore the life of and literature produced by C. S. Lewis in order to gain perception into his theology, the various genre in which he wrote, and the principles that make his writings meaningful nearly forty years after his death.

HISTORY

HI 2003-3-K World History
A study of the foundations of the modern world from the first civilizations through the 18th century. Topics include Western and non-Western classical civilizations, the Middle Ages and the age of absolutism.

HI 2732-3-K World History II
This course studies the development of the Western world and its institutions and ideas from the nineteenth century to the present. The student will be challenged to consider the -positive and negative impact of Western thinking and to formulate a sense of personal responsibility within society.

HI 2733-3-K Church History I
A study of the history of the Christian Church from its founding on the day of Pentecost to the beginning of the Reformation with special emphasis upon the people, events and doctrinal controversies that were significant in the growth of Christianity.

HI 2734-3-K Church History II
A study of the history of the Christian Church from the dawning of the Reformation to the present time with special emphasis upon the people, events and doctrinal controversies that were significant in the growth of Christianity.

HUMANITIES

HUM 1701-3-K Skills for College Success
This course will focus on competency in the implementation of strategies for managing time, increasing reading comprehension, employing rules of grammar and usage, completing assignments, taking tests, writing essays, and using technology within the educational setting. Upon completion of the course, the student should be able to apply the new competencies to building a successful college career.

HUM 1731-3-K Goals, Priorities and Academic Excellence
Foundations for Academic Excellence is an intensive study toward building and enhancing college-level academic achievement by strengthening learning strategies and study skills. The course provides concentrated emphasis on general and specific content-area academic learning techniques, motivation, learning styles, meta-cognition and self-assessment processes, time management, goal setting, support systems, online learning, and best practices for achieving academic excellence in post-secondary learning environments. The course provides a foundation for self-reliance and independent learning and performance in college through development of contextual skills and awareness, academic behaviors, and key cognitive strategies. *No course prerequisites*.

HUM 2001-3-K Introduction to Philosophy
A survey of the history and terminology of philosophy with a brief introduction to epistemology and ontology. Philosophical systems from ancient to modern times are considered and evaluated in light of the Christian worldview.

HUM -2799-3-K Philosophy & Worldview
This course is designed to help students understand the meaning of worldview, and its importance in the life of a Christian. The worldviews of modern culture will be examined and evaluated in light of biblical truth. Students will understand the foundations of a biblical world view by studying appropriate passages of Scripture, especially those that relate to the life and teachings of Jesus.

INTERNATIONAL STUDIES

IS 3733-3-K Foundations of Christian Missions
This course is intended to provide an introductory overview of the basis for Christian missions and establish a biblical and theological foundation to adequately sustain a longtem1 mission enterprise. In addition, relevant cultural and historical perspectives are thoroughly examined toward the intent of motivating positive desires for involvement in mission endeavors.

IS 4731-3-K Theology of Missions
A study of the Word of God as set forth through God's promise to Abraham to bless the nations through Jesus Christ and the Church; an application of the Word of God as it relates to the purposes, nature, scope and current challenges of cross-cultural missions.

LANGUAGE

LA-2732-3-K Linguistics
This course is an introduction to linguistics and linguistic theory. It is specifically designed to provide a basic understanding of linguistics and practice with some of its applications to students who are not linguists, but who realize the need for familiarity with the fundamentals of linguistic theory in order to help them practice their profession.

LEADERSHIP & MINISTRY

LM 3701-3-K Biblical Concepts of Leadership
A study of the concepts of leadership in the context of Scripture and application of these concepts to personal, professional and career goals. The course will include the use of a survey to assess each individual's leadership capabilities to help him/her to understand his/her personal profile.

LM 3726-3-K Essentials of Management
A study of the five parts of managing organizations, planning, organizing, staffing, leading, and controlling/evaluating with the study of principles for application to both not-for-profit and for-profit organizations and applications in organizations with references to Scripture.

LM 3731-3-K Personal and Social Ethics
A study of theoretical and practical problems of moral conduct and proposed solutions with an emphasis upon the nature of ethics, values, rights, obligations and opportunities.

LM 3732-3-K Organizational Leadership
Organizational goals, priorities and strategies interfacing with the behavior of individuals and groups inside the organization and in other affecting organizations. Attention is given to the effect of organizational culture, government laws and regulations and the economy upon organizational behavior.

LM-4701-3-K Integrated Senior Seminar
Serving as a capstone experience inthe online Leadership and Ministry degree, this course provides students the opportunity to demonstrate the ability to integrate knowledge and skills gained from across the Oak Hills program curriculum in a research project, to assess their college experience, and to assess their readiness for a transition to their vocations or graduate education.

LM 4731-3-K Case Studies in Leadership
Case studies will be selected for in-depth study of the application of leadership concepts with particular reference to those concepts found in Scripture. Students will develop a written analysis of their style of leadership. Related issues are introduced through readings.

LM 4732-3-K Cutting Issues in Management
A modular course for managers allowing them to build upon the principles of management to study the current trends and developments in the field of management as found in business currently and in the thinking of writers in the field.

LM 4734-3-K Working with Teams
The organization of work in the implementation of the strategic plan with work analyzed for how human efforts in teams and other small groups of various compositions and other structures can effectively bring that work to a quality level of completion as defined by the end-user.

MATH

MTH 1734-3-K Basic College Mathematics
The development of mathematical concepts for application to the student's work and daily life. A review of mathematical concepts including the basics of algebra and geometry.

MTH 1733-3-K Applied College Algebra
In this course you will explore the mathmatical features and functions of college-level algebra and their applications. This study will focus on identifying, soloving, and graphing linear, quadratic, rational, polynomial, exponential, and logarithmic functions. Your work in this course will give you a greater understanding of the relationship between numbers and enhance your problem-solving skills. While there are no prerequisite course requrements, it is assumed that students have, at a minimum, a high school mathematics equivalency.

MUSIC

MU 1731-3-K Music Appreciation
Students learn to understand, appreciate, and enjoy listening to music via an investigation of its building blocks, history, key personalities and representative works.

MU 2702-3-K History and Literature of Church Music
This course will visit key moments in the history of Western Christian church music. The story of music in Christian worship services in the West begins with the evolution of Gregorian chant from Hebrew and other models, progresses through the development of music for more than one voice part in settings for the early Catholic Mass, and divides into the Reformation stream including Lutheran chorales, other Protestant metrical Psalm settings, and the emergence of loftier settings in the cantatas of J. S. Bach and the oratorios of G. F. Handel. The narrative then continues onto the development of hymns, first without and then with specific tunes, then onto a lighter variety of gospel, revival and Sunday School songs. All the while, religious thinkers and musicians within the church (often the same people) continually examined their practice of music in worship and sought musical reforms and developments which they thought would bring more truth, spiritual edification, beauty and/or appropriate praise to God.

PSYCHOLOGY

PS-1701-3-K Introduction to Psychology
A study of the fundamental concepts of psychology including biological processes, development, behavior, learning and memory, personality, psychological disorders and social psychology.

PS 3721/CO 3721-3-K Crisis Counseling
This course will explore historical and contemporary theory and methodology of crisis intervention. Specific emphasis will be given to understand situational and maturational crises, and the Christian implications of crisis counseling. the student will be introduced to the basic process and application of Biblical crisis intervention. The course will include such topics as: death, suicide, abuse, and helping children through crisis or trauma.

PS 4703-3-K Human Sexuality
Course provides an overview of human sexuality issues, including the nature of sexuality, sexuality practices and experiences, and appropriate and healthy boundaries for the Godly expression of sexuality. Includes views of sexual issues from a Christian and Biblical perspective, and various understandings and applications of Scripture toward challenging areas of human sexuality. Prerequisites: None (Credit for Introduction to Psychology and Counseling Skills I and II preferred)

SCIENCE

SCI 1731-3-K Introduction to Health Science
Contemporary health knowledge intended to develop proper attitudes and behavior in the areas of nutrition, drug and alcohol use and abuse, stress, chronic and communicable diseases, environmental factors, death and dying, and mental health. The course also examines barriers which hinder lifestyle changes.

SCI 1733-3-K Introduction to Life Science
This course introduces life science from a Christian worldview. Course topics include biological organization and hierarchy, energy and nutrient flow cycles, population biology, genetics and reproduction, and cellular biology.

SCI 1734 -3-K Earth Science Introduction
Earth science including physical and historical geology, meteorology and descriptive astronomy; the economic, social and philosophic aspects of the subject matter.

SCI 1735-1-K Earth Science Lab
This laboratory is comprised of learning activities and application exercises related Earth Sciences.

SOCIOLOGY

SOC 2705-3-K Urban Social Issues: People, Problems, and Policy
The purpose of this course is to provide an overall framework for understanding and examining pertinent social issues in the urban setting. The course will expand the student's knowledge, skills, and understanding of social issues that impact individuals, families, groups, communities, and organizations. Particular attention will be given to the analysis and evaluation of society can do to further impact these problems. Social issues to be explored include but are not limited to the changing nature of the family, education, health and illness, drug use, sexual behavior, inequality, and the economy.

SOC 2731-3-K Intro to Sociology
This course will introduce the student to the fundamental concepts of interrelationships and group activities. Students will be able to integrate experience from his or her own life and work environments while studying the principles involved in dyadic groups, primary groups, secondary groups, institutions and society.

TEACHING ENGLISH AS A SECOND LANGUAGE

TESL 2711-3-K Theories of Second Language Acquisition
This course is a survey of the theories and practices of second language acquisition and language research. The course will also cover topics relating to second language acquisition, which include comparing and contrasting first and second language acquisition, cognitive styles and strategies, affective factors in language acquisition, sociocultural factors in language acquisition, interlanguage, communicative competence, and language testing.

TESL 2722-3-K Methods of TESOL I
This course prepares students in the use of materials and techniques for teaching English to speakers of other languages through mathematics, science, social studies and language arts. Emphasis is placed on the SIOP and CALLA approaches and the use of listening, speaking, reading and writing skills across the content areas. Methods of teaching English to speakers of other languages through the content areas are to be explored.

TESL 2731-3-K Structure of the English Language
This course is a survey of the impo1tant structure, grammar and syntax of the English language that is essential for non-native speakers to know. The course will teach idiosyncrasies of each language group and how that affects learning English. A variety of techniques used in teaching language structure will be explored.

TESL 3722-3-K College Level TESL
This course will prepare people to teach English as a second language at the college level. It is especially designed for students planning to work in restricted access countries, but also prepares students to teach on the college level in the US. Topics covered will include college level vocabulary and reading comprehension, written expression and composition, conversational skills, listening comprehension, note-taking, plagiarism, critical thinking skills, cultural issues, college life, lesson planning, curriculum development and preparation for standardized tests.

TESL 4711-3-K Language Program and Curriculum Design
This course teaches the variety of administrative tasks that accompany TESL, needs assessment and setting priorities based on understanding the culture and community in which one teaches. Constructing TESL curricula and syllabi, lesson planning and determining how the day-to-day learning fits into the larger picture constitute the academic components. Other administrative concerns included in this course are time management, technology, strategies and decision-making. Students will analyze the design and use of commercially available texts and materials. Methods of developing one(, Vis own curriculum will be explored and experienced. Students will work on preparation, and evaluation of their own teaching materials, which can be used in future teaching situations.

THEOLOGY

TH 2200-3-K Apologetics
This class is an introduction to apologetics and the discipline of defending the Christian faith against objections or questions. Major content areas: a brief history of apologetics, a discussion on the trustworthiness of the Bible as a literary and historical book, the existence of God, the problem of evil and suffering and a good God, the person of Jesus Christ as presented in the Gospels, miracles and the resurrection, the problem of Christian hypocrisy.

TH 2705-3-K Introduction to Christian Faith
This course serves as an introduction to the study of Christian Theology. Participants will explore key doctrines such as divine revelation, God, creation, humanity, sin, Jesus Christ, The Holy Spirit, salvation and Christian spirituality, the church, and eschatology.

TH 3731-3-K Contemporary Christianity
A study of major issues facing the contemporary church with emphasis upon the key problems that both Protestant and Roman Catholic churches are wrestling with and trends that are likely to develop. The study will consider the Sermon on the Mount from the teaching of Jesus to determine how Christians ought to deal with these issues.

TH 4005-3-K Biblical Theology
This senior level course is designed as the capstone course for the biblical studies portion of the Bachelor's degree. This course will examine the method and challenges of Biblical Theology. A major portion of this course will be an analysis of major themes which are evident in both the Old and New Testaments. Attention will be given to the application of various themes in current society. [Limited Session Schedule]

WORSHIP ARTS

WA 2731-3-K Biblical & Historical Foundations of Worship I
The study of God's design for worship as found in the Old Testament and how it relates to Christian worship today.

WA 2732-3-K Biblical & Historical Foundations of Worship II
A study of how Christian worship has evolved beginning with the first-century church. An understanding of the various forms of worship over time including their relevance to current society.

2018-2019 ACADEMIC YEAR ONLINE COURSES

**Courses are available for PSEO Students*
***Courses require special scheduling*

Course ID	Course Name
BNT 1700	New Testament Survey
BNT 2715	Life of Christ
BNT 3009	Romans
BNT 3702	Acts
BOT 1702	Old Testament Survey
BOT 2115	Poetic and Wisdom Books
BOT 2713	History of the Israelite Kingdom
BOT 3705	Old Testament Pentateuch
BSA 1002	Interpretation of Biblical Literature
BSA 3719	Advanced Interpretation of Biblical Literature
BUS 1002	Introduction to Business
BUS 2731	Macroeconomics*
BUS 2732	Microeconomics*
BUS 3731	Accounting for Managers
BUS 3732	Legal Implications for Business
BUS 3733	Entrepreneurship
BUS 3735	Economics for the Manager
BUS 4731	Management of Marketing
BUS 4732	Business Ethics
BUS 4737	Management of Human Resources
CM 1002	Sharing and Defending the Faith
CM 2711	Foundations of Teaching and Preaching
CM 4732	Small Groups in Church
COM 3731	Communication Concepts*
CUL 2003	Cultural Anthropology*
ENG 1000	College Writing and Research*
ENG 1001	College Writing II*
ENG 2703	Business Writing*
ENG 2732	American Literature I*
ENG 2733	English Literature I*
ENG 3732	Literature of C.S. Lewis*
HI 2003	World History*
HI 2732	World History II*
HI 2733	Church History I*
HI 2734	Church History II*
HUM 1701	Skills for College Success*
HUM 1731	Goals, Priorities and Academic Excellence*
HUM 2001	Introduction to Philosophy*
HUM 2799	Philosophy and Worldview*
IS 3733	Foundations of Christian Missions
IS 4731	Theology of Missions
LA 2732	Linguistics*

Course ID	Course Name
LM 3701	Biblical Concepts of Leadership
LM 3726	Essential of Management
LM 3731	Personal and Social Ethics
LM 3732	Organizational Leadership
LM 4701	Intergrated Senior Seminar**
LM 4731	Case Studies in Leadership
LM 4732	Cutting Issues in Management
LM 4734	Working with Teams
MTH 1731	Basic College Mathematics*
MTH 1734	College Algebra*
MU 1731	Music Appreciation*
MU 2702	History and Literature of Church Music*
PS 1701	Introduction to Psychology*
PS 3721 / CO 3721	Crisis Counseling
PS 4703	Human Sexuality
SCI 1731	Introduction to Health Science*
SCI 1733	Introduction to Life Science*
SCI 1734	Earth Science Introduction*
SCI 1735	Earth Science Lab*
SOC 2705	Urban Social Issues: People, Problems, and Policy*
SOC 2731	Introduction to Sociology*
TESL 2711	Theories of Second Language Acquisition*
TESL 2722	Methods of TESOL I*
TESL 2731	Structure of the English Language*
TESL 3722	College Level TESL
TESL 4711	Language Program and Curriculum Design
TH 2200	Apologetics
TH 2705	Introduction to Christian Faith
TH 3731	Contemporary Christianity
TH 4005	Biblical Theology**
WA 2731	Biblical & Historical Foundations of Worship 1
WA 2732	Biblical & Historical Foundations of Worship 2

2018-2019 ONLINE COURSE SESSIONS

The following sessions are available for scheduling online courses. See the Director of Adult & Professional Studies if you need other options due to extenuating circumstances.

SESSION NAME	DESCRIPTION	START	END
FEB18 (KEEN)	Monthly Spring Two	2018-02-01	2018-03-31
SPRG18-D (KEEN)	Spring Special Two	2018-02-15	2018-04-16
MAR18 (KEEN)	Monthly Spring Three	2018-03-01	2018-04-30
SPRG18-B (KEEN)	Spring Block Two	2018-03-07	2018-05-02
SPRG18-E (KEEN)	Spring Special Three	2018-03-15	2018-05-15
APR18 (KEEN)	Monthly Spring Four	2018-04-01	2018-05-31
SPRG18-H (KEEN)	Spring Special Six	2018-04-15	2018-06-15
MAY18 (KEEN)	Monthly Spring Five	2018-05-01	2018-06-30
	2018-2019 Academic Year		
SUM18-B (KEEN)	Summer Block Two	2018-07-01	2018-07-31
JUL18 (KEEN)	Monthly Summer Two	2018-07-01	2018-08-31
AUG18 (KEEN)	Monthly Fall One	2018-08-01	2018-09-30
FALL18 (KEEN)	Fall Traditional	2018-08-15	2018-12-05
FALL18-A (KEEN)	Fall Block One	2018-08-15	2018-10-10
SEP18 (KEEN)	Monthly Fall Two	2018-09-01	2018-10-31
FALL18-C (KEEN)	Fall Special One	2018-09-15	2018-11-15
OCT18 (KEEN)	Monthly Fall Three	2018-10-01	2018-11-30
FALL18-B (KEEN)	Fall Block Two	2018-10-10	2018-12-05
FALL18-D (KEEN)	Fall Special Two	2018-10-15	2018-12-15
NOV18 (KEEN)	Monthly Fall Four	2018-11-01	2018-12-31
FALL18-G (KEEN)	Fall Special Five	2018-11-19	2018-12-05
JAN19 (KEEN)	Monthly Spring One	2019-01-01	2019-02-28
SPRG19 (KEEN)	Spring Traditional	2019-01-09	2019-05-01
SPRG19-A (KEEN)	Spring Block One	2019-01-09	2019-03-06
FEB19 (KEEN)	Monthly Spring Two	2019-02-01	2019-03-31
SPRG19-D (KEEN)	Spring Special Two	2019-02-15	2019-04-15
MAR19 (KEEN)	Monthly Spring Three	2019-03-01	2019-04-30
SPRG19-B (KEEN)	Spring Block Two	2019-03-06	2019-05-01
SPRG19-E (KEEN)	Spring Special Three	2019-03-15	2019-05-15
APR19 (KEEN)	Monthly Spring Four	2019-04-01	2019-05-31
SPRG19-H (KEEN)	Spring Special Six	2019-04-15	2019-06-15
MAY19 (KEEN)	Monthly Spring Five	2019-05-01	2019-06-30
SUM19-A (KEEN)	Summer Block One	2019-06-01	2019-06-30
JUL19 (KEEN)	Monthly Summer Two	2019-07-01	2019-08-31
SUM19-B (KEEN)	Summer Block Two	2019-07-01	2019-07-31

ADMINISTRATION

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Virginia Anderson
Kenneth Wold

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