Academic Catalog 2018-2019

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.

TABLE OF CONTENTS

ON-CAMPUS STUDENTS

Doctrinal Statement & Objectives ........................................................................... 4
Mission Statement, History, Accreditation & Registration ........................................... 6
Affiliations and Memberships ......................................................................................... 7
Campus ......................................................................................................................... 8
Student Life .................................................................................................................. 9
Academic Policies ......................................................................................................... 10-14
Admission Policies ........................................................................................................ 15-16
Financial Aid ................................................................................................................ 17-18
Financial Policies .......................................................................................................... 19
Cost & Payment Schedule ............................................................................................. 20
Curriculum ..................................................................................................................... 21
Academic Programs, Course Sequence & Public Disclosure Information .................... 22
Emphasis Options & Academic Calendar ..................................................................... 23
Bachelor of Arts in Biblical Studies .............................................................................. 24
Bachelor of Arts in Camp Ministry & Biblical Studies .................................................. 25
Bachelor of Arts in Intercultural Studies ...................................................................... 26
Bachelor of Arts in Pastoral Ministry & Biblical Studies .............................................. 27
Bachelor of Arts in Youth Ministry & Biblical Studies ................................................... 28
Bachelor of Science in Addictions Counseling .............................................................. 29
Bachelor of Science in Applied Psychology ................................................................. 30
Bachelor of Science in Business .................................................................................... 31
Bachelor of Science in Sports Management ................................................................. 32
Associate in Arts in Biblical Studies ........................................................................... 33
Associate in Arts .......................................................................................................... 34
Associate in Arts in Pre-Communication .................................................................. 35
Associate in Arts in Pre-Elementary Education ......................................................... 36
Certificate in Biblical Studies ....................................................................................... 37
Course Descriptions ..................................................................................................... 38-45
Administration ............................................................................................................ 68
Faculty ......................................................................................................................... 69-70
Board of Directors ....................................................................................................... 71
Index ............................................................................................................................. 72

ONLINE STUDENTS

2018-2019 Online Education ......................................................................................... 46
Online Mission ............................................................................................................... 47
Online Academic Policies ............................................................................................... 48-52
Online Financial Aid ....................................................................................................... 52
Online Financial Policies ................................................................................................. 53
Online Program Cost & Payment Schedule and Online Academic Programs ............... 54
Bachelor of Science in Business Administration (Online) ............................................. 55-56
Bachelor Degree in Leadership & Ministry (Online) ..................................................... 57-58
Associate in Biblical Studies & Ministry (Online) ........................................................ 59-60
Associate of Science in Business Administration (Online) ........................................... 60
Online Course Descriptions .......................................................................................... 69-63
Academic Year Online Courses ................................................................................... 64
Online Course Sessions ................................................................................................. 65
**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, and increase 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

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**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.

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**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 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.

FINANCIAL ACCOUNTABILITY

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

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.

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.

MISSION STATEMENT, HISTORY, ACCREDITATION & REGISTRATION – 6

7 – AFFILIATIONS & MEMBERSHIPS
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, tutoring center, archives, and Cummings Library.

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.

OHCC CAMPUS ~ 8

STUDENT LIFE

OHCC COMMUNITY
OHCC seeks to provide a healthy community based on biblical 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.

INTRAMURAL ATHLETICS
OHCC has other opportunities for students to be involved with other various intramural activities such as:

• Men’s Basketball
• Women’s Basketball & Volleyball
• Men & Women’s Cross Country

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.

INTERCOLLEGIATE ATHLETICS
We offer a small variety of sports:

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

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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 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 credit, or the equivalent amount of work over a different amount of time;
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
OHCCC 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 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 must 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 his/hers 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 registrar 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.

If a student must be physically absent from campus for a semester that extends beyond the time required to complete the current course, he/she cannot receive a CLH unit for that semester.

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).
Bachelor of Science: 27 hours (15 in major; 12 in required upper level biblical studies - 3 Torah 3 Romans, 3 Advanced Hermeneutics, 3-Seminar Seminar).
Certificate in Biblical Studies: 12 hours (9 in biblical studies)

CLASSES 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, PDAs, MP3 players, etc.) are to be used only for class-related activities when used in the classroom. Using them for email, texting, 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.
Students needing to withdraw from the college must do so no less than 6 days of the course. Any subsequent withdrawal will affect the student’s satisfactory academic progress.

An Administrative Withdrawal Appeal, this appeal will require evidence of emergency, family crisis, etc., must see the Registrar to fill out the necessary paperwork for withdrawing from the course. This transfer process will be graded an “F”.

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.

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 case-by-case 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 transferred to OHCC and the grade retroactively adjusted.
5. The number of credits transferred from non-accredited schools may not exceed 34 semester credits, except where an articulation agreement exists.

Students need to complete their degree in a timely manner. In order for any student to graduate with a certificate, a two-year degree, or a four-year degree, the student must have a minimum cumulative GPA of 2.0 or higher. Any student enrolled in a program that is longer than two academic years must have a minimum cumulative GPA of 2.0 or higher. These honors will be printed in the graduation program.

SATISFACTORY ACADEMIC PROGRESS & ACADEMIC DISMISSAL

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: 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, the student’s warning status will be removed. In compliance with federal and state requirements, those students not meeting the minimum cumulative GPA, or minimum pace-of-progression requirement will be suspended.

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.
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 attend 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, D-, or 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 academic credit earned). Students on Academic Warning will remain on the student’s transcript but will not be calculated in the GPA.

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 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.

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.
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 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 file 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
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.

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.

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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.

FINANCIAL POLICIES
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 $353/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

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

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 (HUHM), 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).

CURRICULUM

20–COST & PAYMENT SCHEDULE (ON-CAMPUS STUDENTS)
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
Associate in Arts in Biblical Studies ............................... page 33

ASSOCIATE DEGREE
Biblical Studies and Ministry (Online)............................. page 59
Business Administration (Online) ................................. page 60

CERTIFICATE IN BIBLICAL STUDIES
Certificate in Biblical Studies ............................................page 37

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%)

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

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)

PUBLIC DISCLOSURE INFORMATION

EMPHASIS OPTIONS

ACADEMIC CALENDAR

FALL SEMESTER 2018
August 23-24 Registration
August 27 Fall Semester Classes Begin
September 3 Labor Day
October 19-21 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 9-13 Spring Break
April 19-22 Easter Break
May 6-9 Spring Semester Finals
May 11 Commencement

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

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

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

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)

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)
- 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 (8 credits)

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

SCIENCE & MATH
- Science/Math Elective (3 credits)

OTHER
- General Education Electives (7 credits)

SUMMARY
- Biblical Studies (40 credits)
- General Education (38 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 skills and gifting appropriate to the pastoral role.
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)

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)

PASTORAL MINISTRY (CORE)
» 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 Pastoral Ministry (2 credits)
» Introduction to Preaching (3 credits)
» Introduction to Counseling (3 credits)
» Professional Ethics (2 credits)

Students in the Pastoral Ministry 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 parachurch 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, 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)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 credits)
- Romans (3 credits)
- Torah (3 credits)
- Biblical Theology (3 credits)
- New Testament Electives (3 credits)
- Bible Elective (upper division, 3 credits)

**GENERAL EDUCATION**
- College Writing I-II (6 credits)
- Intercultural Communications (3 credits)
- Worldviews (3 credits)
- Senior Seminar (3 credits)
- Introduction to Psychology (4 credits)
- Church History (3 credits)
- World History (3 credits)
- Worldviews (3 credits)
- Intercultural Communications (3 credits)

**HUMANITIES**
- Lifespan Developmental Psychology (3 credits)
- Marriage & Family Counseling (2 credits)
- Planning and Leading Worship (3 credits)
- Use of Technology in Worship (2 credits)
- History and Theology of Worship (3 credits)
- Worship Practicum (2 credits)

**SCIENCE & MATH**
- Science/Math (3 credits)
- Biology Elective (upper division, 3 credits)

**WORSHIP LEADERSHIP EMPHASIS**
- Worship Leader Emphasis will have 2 credits of Outreach provided through Performance Groups.

**CORE YOUTH MINISTRY COURSES**
- Old Testament History and Literature I (3 credits)
- Old Testament History and Literature II (3 credits)
- Christian Faith (4 credits)
- Torah (3 credits)
- Romans (3 credits)
- Bible Elective (upper division, 3 credits)

**FREE ELECTIVES**
- General Education Electives (4 credits)

**SUMMARY**
- Youth Ministry (39 credits)
- Worship Leadership Emphasis (10 credits)
- Youth Ministry Free Electives (17 credits)
- OR Youth & Family Free Electives (12 credits)
- TOTAL = 126 credits

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**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 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)

** 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**
- Biblical Studies (28 credits)
- General Education (32 credits)
- Biblical Theology (3 credits)
- Addictions Counseling (45 credits)
- Free Electives (11 credits)
- TOTAL = 126 credits

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**STUDENT IN YOUTH MINISTRY MAY CHOOSE ONE OF THE FOLLOWING MINISTRY EMPHASIS:**

**FAMILY MINISTRY EMPHASIS**
- Life Cycle Counseling (3 credits)
- Marriage & Family Counseling (2 credits)

**CHRISTIAN MINISTRY**
- Spiritual Formation I (3 credits)
- Spiritual Formation II (3 credits)
- Christian Faith (4 credits)
- Advanced Hermeneutics (3 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)
- Interpersonal 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)

PSYCHOLOGY
- Introduction to Counseling (3 credits)
- Social Psychology (3 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)

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)
- Marketing/Business Communications (3 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)

FREE ELECTIVES (18 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)

**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**

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**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)

**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**

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**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)
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)

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)

FREE ELECTIVES (2 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)

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

FREE ELECTIVES (2 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.
## 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)

### 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)

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

### 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
AD-1001-1 Introduction to Psychopharmacology
Course examines the physiological and neurological basis of drugs' induced changes in mood, thinking and behavior, as well as their effects on physical and mental health.

AD-2003-3 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 addiction, including substance abuse and addiction 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 the 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 supervised 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.

BIBLICAL: 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/pages 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, progressing through the Divided Monarchy, Exile and Post-exilic eras. The prophets will be examined in conjunction with these books. Emphasis will be given to the major themes, persons, events/pages 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 redemptive themes.

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. Samson, 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 for application to 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 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 on 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)
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 the Old and New Testaments, including Ezekiel, Daniel, Zechariah, Matthew, and Revelation. Includes examination of the apocalyptic literature of the intertestamental period. Emphasis will be 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 references 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, females mentioned 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-2115/3115-3 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 biblical view of suffering and applying the messages 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)
Pre requisite: LA-3002

BOT-3020-2 Torah (Concurrent or Subsequent with BSA-3019)
Advanced Hermeneutics
This course is an intensive study of the first five books of the Old Testament looking at the major themes: Creation, Fall, Covenant, Exodus event, Law, major 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-2001/3001-1 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 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 on the major theological themes and their application to the individual believer and local congregations.

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 to 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 the 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 BNT-2012/3012)

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

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

BNT-2062-3 Gospels and Acts
This course is a study of the Gospels and Acts, giving special attention to their history, literary structure, content, and theological themes. Includes attention to application for today.

BNT-2072-3 Letters and Revelation
This course is a study of the letters in the New Testament and Revelation, giving special attention to their history, literary structure, content, and theological themes. Includes attention to application for today.

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

BNT-3003-3009-3 Romans
Prerequisite: BSA-3019

BNT-3004-3019-4 Advanced Hermeneutics
This course is the first five books of the Old Testament looking at the major themes: Creation, Fall, Covenant, Exodus event, Law, major 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.

BNT-3010-4 Koine Greek (Also LA-3010)
Prerequisite: LA-3009
BUS-2011-3/2011-3-K Interpretation of Biblical Literature
Introduction to the principles of biblical interpretation in order to better understand the Bible. Emphasis placed on the application of these principles.

BUS-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.

BUS-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.

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

BUS-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.

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 small business reports.

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

BUS-2010-3 Business Law/Law Ethics
Introduction to the legal and regulatory process in which business decisions are made. Applications of 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 Business and Ministry
Considers the nature of the church business and the economic health of the church. Students will examine biblical perspectives on wealth creation, business practices, and strategies for using business as ministry in cross-cultural and intercultural contexts. Case studies of both successful and unsuccessful 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 Reserves, income expenditure model, classical economics, economic policies, 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, risk management, effective presentations, and business writing techniques.

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, working capital management, time value of money, capital budgeting, and other topics related to overall financial policy.

BUS-3005-3/3733-3-K Entrepreneurship
Pre-requisite: BUS-1002
Examination of required skills, resources, and techniques which transform an idea into a viable business. Idea generation and concept, opportunity analysis, marshaling of resources, implementation of plan, 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 techniques, and negotiation techniques. This course will emphasize selling personal interactions with another party that results in both parties obtaining value.

BUS-3101-2 Retail Management
Pre-requisite: 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 cases 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.

CA-3000-3 Camp Administration
Study of the administrative structure and principles for camp leadership. Includes budgeting, bookkeeping, personnel management, and recreation programming.

CA-3001-3 Camp Management
Course provides theoretical and practical approaches to maintenance of grounds, equipment, and facilities. Topics include maintenance schedules, priority of the program, and public image. The camp computer will be used.

CA-3002-3 Promotion and Public Relations
Study of methods and techniques of public relations used to build and keep public confidence. Topics include public relations, printing, layout and design, mass media presentations, public image, personal contact, and mailings.

CA-3003-3 Food Service Management
Course covers the planning and obtaining of food, handling of meals, service, nutrition, production, supervision, budgeting, inventory control, safety and sanitation.

CA-3004-3 Camp Counseling
Includes theories and techniques of counseling. Counseling skills and techniques, personal support, support groups, and counseling in groups. Topics include effective counseling techniques.

CA-3005-6 Camp Organization
Course provides an overview of operating a camp. Topics include financial planning, budgeting, personnel management, and camping safety. Includes a review of the camping and its accrediting agencies.

CA-3006-4 Camp Programming
Course provides an overview of planning and programming for youth camps. Topics include program planning, budgeting, personnel management, and camping safety. Includes a review of the camping and its accrediting agencies.

CA-3007-1 Camp Teaching
Course provides an overview of the teaching process. Topics include effective teaching techniques, and theories of teaching. Includes a review of the camping and its accrediting agencies.

CA-3010-3 Camp Management
Course provides an overview of the managerial responsibilities of a camp administrator. Includes camp planning, contacting camp directors, and providing for growth.

CM-1000-0 Community Life Hour (CLH)
CLH meets three times each week as part of the required curriculum. Students will examine careers in church leadership, worship, evangelism, and ministry. Some sessions may be utilized for special emphases.

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

CM-1002-3/3703-3-K Spiritual Formation II
Course introduces the basic concepts and skills needed for evangelism and discipleship. Emphasizes understanding how to work with both the church and the non-church world. Exploring the role of a disciple and effective ways to disciple others.

CM-1200/2200/3200-1 Student Outreach
Includes week-long service experiences under the direction of the Student Outreach Director. Topics 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 is an introduction to the field of cultural anthropology, and will include the study of such concepts as culture, language, social and institutional structures, family, and kinship. Attention will be given to anthropological study in light of modern migration patterns and multiculturalism.

CM-2301-4 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 discipline.

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

COM-2000-3 Intercultural Communications
Study of the principles of effective communication. Topics include communication strategies, cultural sensitivity, and contemporary methods of interpretation.

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 an understanding of both 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-3003-3 Group Process (Also PS-3000)

CO-3003-2 Marriage and Family Counseling
Prerequisite: CO-2001

Presently a view of the contemporary family and strategies in counseling them. Gives an understanding of how families work as systems and how therapy with the family stresses.

CULTURAL STUDIES

CUL-3003-3/3703-3 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, family, and kinship. Attention will be given to anthropological study in light of modern migration patterns and multiculturalism.

CHRISTIAN MINISTRY

CM-1000-0 Community Life Hour (CLH)
CLH meets three times each week as part of the required curriculum. Students will examine careers in church leadership, worship, evangelism, and ministry. Some sessions may be utilized for special emphases.

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

CM-1002-3/3703-3-K Spiritual Formation II
Course introduces the basic concepts and skills needed for evangelism and discipleship. Emphasizes understanding how to work with both the church and the non-church world. Exploring the role of a disciple and effective ways to disciple others.

CM-1200/2200/3200-1 Student Outreach
Includes week-long service experiences under the direction of the Student Outreach Director. Topics 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 is an introduction to the field of cultural anthropology, and will include the study of such concepts as culture, language, social and institutional structures, family, and kinship. Attention will be given to anthropological study in light of modern migration patterns and multiculturalism.

CM-2301-4 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 discipline.

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

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, and Taoism.

HUM-2006-6 Sophomore Assessment Design 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 character 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 work, ‘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 [CourseFee]

IS-3733-2-3 Foundations of Christian Missions This course is study of the development of the mission movement from the dawn of Christianity to the present. It covers the major historical periods of the Christian faith and their impact on the mission movement.

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.

PHYSICAL EDUCATION

PE-2001-2 Fitness This course is designed to allow each student an opportunity 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.

PASTORAL MINISTRY

PM-2001-3 Introduction to Pastoral Ministry Introduction to the pastorate exploring qualifications, job descriptions, and pastoral functions. Emphasis on developing a biblical model of a pastor/priest and a philosophy of ministry. Includes a serious consideration of the call to ministry and the student’s relationship to it.

PSYCHOLOGY

PS-1001-4/7701-3 Introduction to Psychology
Introduction to 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 counseling 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 strengths 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. Experience learning through participation in group assignments will help the student gain an understanding of group dynamics in work, civic, and church settings.

PS-3003-2 Abnormal Psychology
Study of the present psychological definitions, classifications, and indicated procedures. Students gain an understanding of the sciences, and how they interface with a Christian worldview.

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.

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-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.

SM-3000-3 Intro to Sports Management
This course will lay the foundation for all the Sports Management program. It will be a basic overview of the proper use of management skills within amateur and collegiate sports.

SM-3001-3 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-3002-3 Sports Psychology
This course is designed to show that psychological factors play a huge role in amateur and professional sports. It will use a clear understanding of the ways people use psychology to compete at the highest level possible.

SM-3003-0 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, and 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
This course will prepare students for supervised experience in the context of an actual ministry of the student’s choice.

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-3000-3 Intro to Sports Management
This course will lay the foundation for all the Sports Management program. It will be a basic overview of the proper use of management skills within amateur and collegiate sports.

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

SM-2004-4 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.

SM-3005-2 Professional Ethics
Provides an introduction to legal responsibilities and liabilities, state mental health laws, family law, confidentiality, codes of ethics among various professional organizations, licenses and certification, mandatory reporting, and professional identity. Application of ethical behavior in one’s vocation emphasized.

SM-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.

SM-3003-3 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-4004-2 Introduction 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.

An introduction to the many people, events, and political 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-2222-3 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-4005-3/4 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.

TH-2222-3 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-4005-3/4 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.

YM-2013-3 Planning and Leading Worship
Covers a 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-2253/3205-1 Worship Leadership Practicum
Team preparation to lead worship in the CHI program. Includes the development of vocal and instrumental proficiency and the development of understanding the forms and role of worship in the church. May be taken as a stand-alone course.

WA-1051-2 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 Intership
For students enrolled in the Pastoral Ministry, Worship Leadership Emphasis program. Includes supervised experience in the context of an actual ministry of the student’s choice.

WA-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. Covers computer skills, team building, staff issues, calendar, ministry finance, event promotion and publicity, and risk management.

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 look like. Students will review the history of youth ministry 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-3207-3 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-3002-3 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.
ADULT & PROFESSIONAL STUDIES

2018-2019 ADULT & ONLINE EDUCATION ACADEMIC CATALOG

1600 Oak Hills Rd SW
Bemidji, MN 56601
(218) 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
ONLINE

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.

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.
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 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 with respect to 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 be 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 is usually 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 compliant 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 goals 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 33-62 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.

CREDIT FOR PRIOR LEARNING (CPL)
The student must demonstrate they have met the objectives of the course/s to be taken. If a student is repeating a course that was previously passed, the grade from the original course will be used to determine academic standing.

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.

STUDENT ATTENDANCE & PARTICIPATION
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 consultation.

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

<table>
<thead>
<tr>
<th>Percentile</th>
<th>Points</th>
<th>Letter Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100%</td>
<td>900-1000</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>800-899</td>
<td>B</td>
</tr>
<tr>
<td>70-79%</td>
<td>700-799</td>
<td>C</td>
</tr>
<tr>
<td>60-69%</td>
<td>600-699</td>
<td>D</td>
</tr>
<tr>
<td>59% and below</td>
<td>0-599</td>
<td>F</td>
</tr>
</tbody>
</table>

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&P students may earn Credit for Prior Learning (CPL) by submitting a petition 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 (A&P) 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.
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 evaluated at the time of enrollment or in the chosen subsequent catalog.

2. No grade below a “C” will count toward any military studies course, any core course in the Bachelor's major, the Christian Ministry core, the senior capstone or portfolio course, or any program specific General Education courses.

3. Transfer courses must be documented on official transcripts.

4. Residence requirement must be fulfilled.

5. Student Handbook must be submitted.

6. Transcripts and diplomas will not be released until the student's account is paid in full.

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.

SAFETY ASSESSMENT:

Students need to complete their degree in a timely manner. In order to accomplish this, Oak Hills has set forth Satisfaction 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 Progress:

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 completion. 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 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 provide federal and state financial aid monies to those students who either meet or have the potential to meet Satisfaction 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 Satisfaction 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 credit for military training 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.

STUDENTS WITH DISABILITIES:

Reasonable accommodation 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. The Financial Aid Office at OHCC is available to students to provide information and answer questions. Adult & Professional Studies (APS) 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.

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 for students to provide information and answer questions. Adult & Professional Studies (APS) students may be eligible for financial aid. Eligibility requirements and deadlines vary. Students are encouraged to contact the Financial Aid Office for more information.

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 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.

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/Mfg.cfm?/pageID=1078

ONLINE FINANCIAL AID

52 – ONLINE FINANCIAL POLICIES

ONLINE FINANCIAL AID

FINANCIAL AID PROGRAMS AVAILABLE

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ADULT/ONLINE DEGREE STUDENT COSTS 2018-2019
The following fees apply to the Adult & Professional Studies (APS) online degree programs.

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per credit</td>
<td>$390</td>
</tr>
<tr>
<td>Graduation Fee (final term only)</td>
<td>$90</td>
</tr>
<tr>
<td>Credit for Prior Learning Evaluation</td>
<td>$50/credit</td>
</tr>
</tbody>
</table>

**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 Fees are an estimated cost for books and materials (varies greatly by course) | $400-$800 |

**OTHER STUDENT CATEGORIES**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSEO students taking non-PSEO online courses (for college credit toward a degree)</td>
<td>$195/credit</td>
</tr>
<tr>
<td>Non-degree seeking (for credit or audit)</td>
<td>$180/credit</td>
</tr>
</tbody>
</table>

**SUBJECT TO CHANGE**
The cost information listed above applies to the 2018-2019 academic year and is subject to change in future academic years.
### 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)

#### 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**

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### BACHELOR DEGREE 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 3-4000 upper level, and include 1 OT, 1 NT)

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

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)

ASSOCIATE IN BIBLICAL STUDIES & MINISTRY

ASSOCIATE DEGREE 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)

LEADERSHIP & 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

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

NOTES: Check the Online Course List and talk with your Faculty Advisor to determine choices for electives in any category.
ASSOCIATE OF SCIENCE DEGREE IN BUSINESS ADMINISTRATION (ONLINE) – COURSES BY TYPE

ONLINE DEGREE

PROGRAM DIRECTOR: Dana Schnorz
ONLINE FACULTY ADVISOR: Dr. Sue Gildden

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 continued 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.

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

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.

BIBLE: NEW TESTAMENT

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.

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 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.

BIBLE: OLD TESTAMENT

BIBLICAL STUDIES APPROACH

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.

BNT-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.

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.

BIBLICAL STUDIES APPROACH

BOT-1702-3-K Old 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-2713-3-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: NEW TESTAMENT

BIBLICAL STUDIES APPROACH

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-2713-3-K Life of Christ
A study of the Life of Christ as recorded in the Synoptic Gospels and in the Gospel according to John.
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 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 human resource efforts to find, motivate and retain effective people who demonstrate a commitment to being part of a team which accomplishes the organizational mission.

CULTURAL STUDIES

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

ENGLISH

ENG 1001-3-K College Writing I
This course is an introduction to the concepts of effective oral and written communication to include participating in teams and other organizational settings as well as interpersonal exchanges.

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
Adapting and revising writing that provides practice in communicating effectively in 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 response 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 from 1700 to 1776 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 kinetics to questions 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 studying the course, consider 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 fifteenth 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 dawn 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 learning techniques, motivation, learning styles, memory, and self-assessment and assessment of the 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 2739-3-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 foundations of biblical worldviews 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 basic elements of Christian missions and to 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 dispositions for involvement in mission endeavors.

IS 5733-1-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 the Church, and 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 to become familiar 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 enable the student to enhance his/her 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. Includes a 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 ethical principles and the variety 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 small 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 in the 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 4733-1-K Case Studies in Leadership
Case studies will be selected for in-depth study of the application of leadership concepts to concrete situations in student’s life. 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 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 mathematical features and functions of college-level algebra and its applications. This course will focus on identifying, solving, 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 requirements, it is assumed that students have, at a minimum, a high school mathematics equivalency.
MUSIC
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 folkier settings in the cantatas of J. S. Bach and the oratorios of G. F. Handel. The narrative then continues on the development of hymns, first without and then with specific tunes, then on to 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 understanding 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 perspectives, and various understandings and applications of Scripture toward challenging areas of human sexuality. Prequisites: None (Offered for Psychology and Counseling Skills I and II preferred)

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 learning, 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 SIOI and CALL 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 important structure, grammar and syntax of the English language that is essential for non-native speakers to know. The course will teach the basic principles of each language group and how that affects learning English. A variety of test theorems 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.

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

SOCILOGY
SOC 2705-3-K Urban Social Issues: People, Problems, and Policy
The purpose of this course is to provide a sociological 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 principal ideas involved in dyadic groups, primary groups, secondary groups, institutions and society.

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 2733-3-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 require special scheduling**
*Courses are available for PSEO Students

<table>
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<tr>
<th>Course ID</th>
<th>Course Name</th>
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<tbody>
<tr>
<td>LA 2732</td>
<td>Linguistics*</td>
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<td>IS 4731</td>
<td>Foundations of Christian Missions</td>
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<tr>
<td>HI 2733</td>
<td>Church History II*</td>
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<tr>
<td>HI 2734</td>
<td>Church History I*</td>
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<tr>
<td>HM 1701</td>
<td>Skills for College Success*</td>
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<tr>
<td>HUM 1731</td>
<td>Goals, Priorities and Academic Excellence*</td>
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<td>HUM 2001</td>
<td>Introduction to Philosophy*</td>
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<td>HUM 2799</td>
<td>Philosophy and Worldview*</td>
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<td>Linguistics*</td>
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<td>Biblical Concepts of Leadership</td>
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<td>LM 3726</td>
<td>Essential of Management</td>
</tr>
<tr>
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<td>Personal and Social Ethics</td>
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<td>Organizational Leadership</td>
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<td>Integrating Senior Seminar**</td>
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<td>College Algebra*</td>
</tr>
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<td>Introduction to Psychology*</td>
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<td>Crisis Counseling</td>
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<td>Human Sexuality</td>
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<td>SCI 1731</td>
<td>Introduction to Health Science*</td>
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<td>Introduction to Life Science*</td>
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<td>Earth Science Introduction*</td>
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<td>SCI 1735</td>
<td>Earth Science Lab*</td>
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<td>SOC 2705</td>
<td>Urban Social Issues: People, Problems, and Policy*</td>
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<td>Methods of TESOL I*</td>
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<tr>
<td>TESL 2731</td>
<td>Structure of the English Language*</td>
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<td>TESL 2732</td>
<td>College Level ESL</td>
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<tr>
<td>TESL 4711</td>
<td>Language Program and Curriculum Design</td>
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<td>Apologetics</td>
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<td>TH 2705</td>
<td>Introduction to Christian Faith</td>
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<td>Contemporary Christianity</td>
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<td>TH 4005</td>
<td>Biblical Theology**</td>
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<td>WA 2731</td>
<td>Biblical &amp; Historical Foundations of Worship I</td>
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<td>Biblical &amp; Historical Foundations of Worship II</td>
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**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.

<table>
<thead>
<tr>
<th>Session Name</th>
<th>Description</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
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<tbody>
<tr>
<td>FEB18 (KEEN)</td>
<td>Monthly Spring Two</td>
<td>2018-02-01</td>
<td>2018-03-31</td>
</tr>
<tr>
<td>SPRG18-D (KEEN)</td>
<td>Spring Special Two</td>
<td>2018-02-15</td>
<td>2018-04-16</td>
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<td>MAR18 (KEEN)</td>
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<td>2018-03-01</td>
<td>2018-04-30</td>
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<tr>
<td>SPRG18-B (KEEN)</td>
<td>Spring Block Two</td>
<td>2018-03-07</td>
<td>2018-05-02</td>
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<tr>
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<td>Monthly Spring Four</td>
<td>2018-04-01</td>
<td>2018-05-31</td>
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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 |
| 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 | 2019-03-15 |
| SPRG19-B (KEEN) | Spring Block Two | 2019-03-06 | 2019-05-01 |
| 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

Dr. Martin Giese
B.A. in Christian Education
Oak Hills Christian College, Bemidji, MN
Program Director:Ministry Leadership
Moody Graduate School, Chicago, IL
Dean of Student Life
Bethel College, St. Paul, MN

Brad DeJager
B.A. in Pastoral Ministry & Biblical Studies
Oak Hills Christian College, Bemidji, MN
M.A. in Organizational Leadership
University of Northwestern, St. Paul, MN
Dean of the College

Dr. Sue Glidden
B.A. in Bible and Theology
Bethel College, St. Paul, MN
M.A. in Linguistics
University of North Dakota, Grand Forks, ND
Ph.D. in Education
Capella University, Minneapolis, MN

REAL Faith | REAL Learning | REAL Life

FACULTY

Dr. Suz Gildin
Dean of the College
Director of Adult and Professional Studies
Program Director: Intercultural Studies
Instructor: Biblical Studies, Leadership and Ministry, and Intercultural Studies
B.A. in Bible and Theology
Bethel College, St. Paul, MN
M.A. in Linguistics
University of North Dakota, Grand Forks, ND
Ph.D. in Education
Capella University, Minneapolis, MN

Joan Berntson
A.A. in Bible
Oak Hills Christian College, Bemidji, MN
B.A. in Chemistry
Bemidji State University, Bemidji, MN
M.A. in Biochemistry/Molecular Biology
University of North Dakota, Grand Forks, ND

Michael Rasch
A.A. in Business Administration
Northland Community College, Grand Forks, ND

Jeremy Anderson
Program Director: Sports Management, Athletic Director
B.S. in Psychology and Family Counseling
Barry College, Hollywood, FL
M.S. in Exercise Science and Health Promotion
California University of Pennsylvania, California, PA

Derrick Houle
Program Director: Adapted Psychology
Instructor: Counseling, Psychology
B.A. in Social Science
Providence College, Otterburne, MB, Canada
M.A. in Counseling and Psychology
Providence Seminary, Otterburne, MB, Canada
Counselor
Clear Waters Life Center, Clearbrook, MN

Dana Schnorr
Division Chair: General Education
Program Director: Business, Business Administration (Online)
Instructor: Business
B.S. in Business Administration, emphasis on Finance
Bethel State University, Bemidji, MN
M.B.A.
University of Phoenix, Phoenix, AZ
Professional Business Consultant
Northwest Small Business Development Center, Bemidji, MN

Randy McKain
Division Chair: Christian Ministries
Program Director: Youth Ministry and Addictions Counseling
B.A. in Behavioral Science
Sterling College, Sterling, KS
M.Ed. in Counseling and School Psychology
Wichita State University, Wichita, KS

Further Coursework at
North Park Theological Seminary, Chicago, IL
Licensed Staff Minister
Evangelical Covenant Church of America
OHCC since 2007

Dr. Gale Struthers
Program Director: Biblical Studies, Associate in Arts in Biblical Studies,
Certificate in Biblical Studies
Instructor: Biblical Studies, Hebrew
B.A. in Biblical Studies
Oak Hills Bible College, Bemidji, MN
Graduate Studies
Institute of Holy Land Studies, Jerusalem, Israel
M.A. in Biblical Studies
Wheaton College Graduate School, Wheaton, IL
Ph.D. in Biblical Theology
Trinity International University, Deerfield, IL

Dr. Jeffrey Wisdom
Division Chair: Biblical Studies
Program Director: Pastoral Ministry
Instructor: Biblical Studies, Greek, Pastoral Ministries
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OHCC since 2004

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Kenneth Weld

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<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission Types</td>
<td>16</td>
</tr>
<tr>
<td>Administration</td>
<td>68</td>
</tr>
<tr>
<td>Academic Programs</td>
<td>22, 54</td>
</tr>
<tr>
<td>ECFA</td>
<td>7</td>
</tr>
<tr>
<td>FAFS</td>
<td>17, 53</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>17, 53</td>
</tr>
<tr>
<td>Financial Policies</td>
<td>19, 52</td>
</tr>
<tr>
<td>Food Service</td>
<td>9</td>
</tr>
<tr>
<td>Freedom of Inquiry/Expression</td>
<td>10, 49</td>
</tr>
<tr>
<td>General Education Curriculum</td>
<td>21</td>
</tr>
<tr>
<td>GPA/Credit Transfer</td>
<td>13, 50</td>
</tr>
<tr>
<td>Grading System</td>
<td>11, 49</td>
</tr>
<tr>
<td>Graduation Honors</td>
<td>13, 50</td>
</tr>
<tr>
<td>Graduation Requirements</td>
<td>13, 50</td>
</tr>
<tr>
<td>Grants</td>
<td>18, 53</td>
</tr>
<tr>
<td>Health Service</td>
<td>9</td>
</tr>
<tr>
<td>History of OHCC</td>
<td>6</td>
</tr>
<tr>
<td>Housing</td>
<td>9</td>
</tr>
<tr>
<td>Incompletes</td>
<td>12, 50</td>
</tr>
<tr>
<td>Intercollegiate/Intramural Athletics</td>
<td>7, 9</td>
</tr>
<tr>
<td>Intercultural Studies (BA)</td>
<td>26</td>
</tr>
<tr>
<td>International Students</td>
<td>15</td>
</tr>
<tr>
<td>Leadership &amp; Ministry (Bachelors, Online)</td>
<td>57-58</td>
</tr>
<tr>
<td>Library</td>
<td>8</td>
</tr>
<tr>
<td>Loans</td>
<td>18, 53</td>
</tr>
<tr>
<td>Military Deployment</td>
<td>19, 51</td>
</tr>
<tr>
<td>Mission Statement</td>
<td>6</td>
</tr>
<tr>
<td>MOHE Registration</td>
<td>6</td>
</tr>
<tr>
<td>Non-Degree Admission</td>
<td>16</td>
</tr>
<tr>
<td>Nondiscrimination Statement</td>
<td>2, 46</td>
</tr>
<tr>
<td>Objectives</td>
<td>5</td>
</tr>
<tr>
<td>Outstanding Balances</td>
<td>19, 52</td>
</tr>
<tr>
<td>Public Disclosure Information</td>
<td>22</td>
</tr>
<tr>
<td>Readmission</td>
<td>15</td>
</tr>
<tr>
<td>Refund Policy</td>
<td>19</td>
</tr>
<tr>
<td>Regular Admission</td>
<td>16</td>
</tr>
<tr>
<td>Repeating a Course</td>
<td>14, 51</td>
</tr>
<tr>
<td>Residence Requirement</td>
<td>11</td>
</tr>
<tr>
<td>Satisfaction Academic Progress</td>
<td>13, 18, 51</td>
</tr>
<tr>
<td>Scholarships</td>
<td>18</td>
</tr>
<tr>
<td>Sports Management (BS)</td>
<td>32</td>
</tr>
<tr>
<td>Standard of Conduct</td>
<td>9</td>
</tr>
<tr>
<td>Student Classifications</td>
<td>10, 48</td>
</tr>
<tr>
<td>Student Handbook</td>
<td>9</td>
</tr>
<tr>
<td>Student Life Program</td>
<td>9</td>
</tr>
<tr>
<td>Student &amp; Intercultural Outreach Program</td>
<td>21</td>
</tr>
<tr>
<td>Time of Entrance</td>
<td>10, 48</td>
</tr>
<tr>
<td>Transcript Requests</td>
<td>13, 50</td>
</tr>
<tr>
<td>Transfer of Credit</td>
<td>12, 50</td>
</tr>
<tr>
<td>Veterans</td>
<td>16</td>
</tr>
<tr>
<td>Withdrawal</td>
<td>12, 50</td>
</tr>
<tr>
<td>Youth Ministry (BA)</td>
<td>28</td>
</tr>
</tbody>
</table>