

Revised 8/27/08

# CATALOG

## 2008-2009

**EMMANUEL COLLEGE  
FRANKLIN SPRINGS, GEORGIA 30639**

**Emmanuel College is accredited by  
The Commission on Colleges  
of the Southern Association of Colleges and Schools  
to award the associate and baccalaureate degrees.  
1866 Southern Lane, Decatur, Georgia 30033-4097:  
Telephone number 404-679-4501  
Website: [www.sacscoc.org](http://www.sacscoc.org)**

# ACADEMIC CALENDAR

## FALL SEMESTER

2008

FACULTY WORKSHOP	AUGUST 4-8
RESIDENCE HALLS OPEN	AUGUST 9
NEW STUDENT/TRANSFER ORIENTATION	AUGUST 11, 12
RETURNEE STUDENT REGISTRATION	AUGUST 11, 12
CLASSES BEGIN	AUGUST 13
ALPHA WEEKEND	AUGUST 14-17
DROP-ADD PERIOD	AUGUST 13-19
LABOR DAY BREAK (NO CLASSES)	SEPTEMBER 1
FEAST OF INGATHERING	OCTOBER 3
E. C. BOARD MEETING	OCTOBER 3, 4
HOMECOMING WEEKEND	OCTOBER 3, 4
MID-TERM	OCTOBER 6
FALL BREAK (NO CLASSES)	OCTOBER 11-14
LAST DATE TO WITHDRAW	OCTOBER 15
PREVIEW WEEKEND	OCTOBER 17, 18
THANKSGIVING BREAK (NO CLASSES)	NOVEMBER 26-30
FINAL EXAMINATIONS	DECEMBER 4-9
CHRISTMAS BREAK	DECEMBER 10-JANUARY 4

## SPRING SEMESTER

2009

NEW STUDENT ORIENTATION/REGISTRATION	JANUARY 5, 6
RETURNEE STUDENT REGISTRATION	JANUARY 5, 6
CLASSES BEGIN	JANUARY 7
DROP-ADD PERIOD	JANUARY 7-13
NEW BEGINNINGS WEEKEND	JANUARY 9, 10
MLK MEMORIAL HOLIDAY (NO CLASSES)	JANUARY 19
MONDAY CLASSES MEET ON TUESDAY	JANUARY 20
WINTER BREAK	FEBRUARY 20-22
MID-TERM	MARCH 3
E.C. BOARD MEETING	MARCH 6, 7
LAST DATE TO WITHDRAW	MARCH 10
SPRING/EASTER BREAK	APRIL 4-13
EARLY REGISTRATION	APRIL 18
FINAL EXAMINATIONS	MAY 4-7
HONORS NIGHT	MAY 8
GRADUATION	MAY 9

## SUMMER SEMESTER

2009

REGISTRATION/CLASSES BEGIN MAY TERM	MAY 18
MEMORIAL DAY HOLIDAY (NO CLASSES)	MAY 25
MAY TERM ENDS	JUNE 5
REGISTRATION/CLASSES BEGIN JUNE TERM	JUNE 8
FOUR WEEK CLASSES END	JULY 3
INDEPENDENCE DAY HOLIDAY (SATURDAY)	JULY 4
SIX WEEK CLASSES END	JULY 17

## TABLE OF CONTENTS

I.	History of the College.....	5
II.	The College.....	6
III.	Admissions Information.....	9
IV.	Academic Services and Policies.....	15
V.	Student Costs .....	25
VI.	Student Financial Aid.....	29
VII.	Student Life.....	36
VIII.	Programs of Study.....	39
	<b>Baccalaureate Degree Programs</b>	
	Biology .....	45
	Business Administration .....	47
	Christian Ministries.....	51
	Communication Studies .....	56
	Corporate/Organizational Communication .....	58
	Multimedia Communication .....	57
	Education .....	61
	Early Childhood Education.....	64
	Middle Grades Education .....	65
	Secondary Education .....	67
	Business Education.....	67
	English Education.....	68
	History Education.....	70
	Mathematics Education .....	71
	Music Education.....	72
	English .....	73
	History .....	76
	Kinesiology .....	79
	Exercise Science .....	81
	Sports Management .....	80
	Mathematics.....	83
	Music .....	86
	Performance.....	88
	Church Music .....	89
	Pre-Law.....	91
	Pre-Professional .....	95
	Psychology.....	97
	Worship and Music Ministry .....	101
	<b>Associate Degree Programs</b>	
	Allied Health.....	105
	Business Administration .....	106
	General Education.....	107
	Pre-Pharmacy.....	108
IX.	Courses of Instruction .....	110

X. College Register..... 139

XI. Index ..... 142

## I. HISTORY OF THE COLLEGE

Emmanuel College first opened on January 1, 1919, under the name of Franklin Springs Institute. During its first year, the institution offered the first eleven grades of school and a Biblical Department for prospective ministers. The founder of the school was the Reverend George Floyd Taylor, a North Carolinian who long had desired to begin such an institution. The campus had for over a century been used as a health resort centering around several mineral springs. Fifty students enrolled the first year; therefore not all of the old wooden resort buildings were used. By 1922, however, the school was opened free of charge and the buildings were filled to capacity. Throughout the early years, G. F. Taylor was president except for the years of 1926-27 when the Reverend B. A. Jones was president. Because of the Great Depression, the school closed temporarily in 1931.

In 1933, the school was reopened as a high school and junior college with the Reverend Thomas Lee Aaron as president. Under President Aaron's leadership, the school gradually progressed from a small community school to a modern influential junior college. In 1939, the name of the institution was changed to "Emmanuel," which means "God with us." Upon Reverend Aaron's death in January 1951, Mr. Woodard Glenn Drum, former dean of the college, became president.

The administration of President Drum saw the completion of the present campus quadrangle, the recruitment of an excellent faculty, and the gaining of full accreditation by the Southern Association of Colleges and Schools in 1967. The high school department, which had earlier been fully accredited by the Southern Association, was discontinued in 1963. With the retirement of President Drum in January 1970, Dr. Culbreth Young Melton became the sixth president of the institution.

Under Dr. Melton's administration a four-year School of Christian Ministries was inaugurated and accredited by the American Association of Bible Colleges, a new Learning Resources Center was constructed, and the overall quality of the institution was improved. Upon Dr.

Melton's retirement, Dr. David Roger Hopkins became the seventh president in June 1983.

Many campus improvements are credited to Dr. Hopkins' leadership, including the construction of the Student Activities Center, two new residence halls, the Wellons Science Resources Center, and acquisition of the John W. Swails Convocation Center. Major changes in curricular offerings also accompanied accreditation as a four-year institution by the Southern Association of Colleges and Schools in 1991. During the 1992-93 academic year, the consolidation of the two- and four-year programs was completed as Emmanuel began offering many new baccalaureate degree programs.

Upon the retirement of Dr. Hopkins in 2005, Reverend Michael S. Stewart was inaugurated as the eighth president of Emmanuel College. The college moves into the future with new leadership and fresh vision.

Along with the growth of its academic programs and physical plant has been a concomitant emphasis on religious and spiritual values. Emmanuel finds much of its justification for existence in its purpose of attempting to offer education of high academic quality in a Christian environment. The successful performance of the students who have completed Emmanuel's degree programs and later transferred to other institutions of higher learning reflects the quality of Emmanuel's academic efforts. The lives of the alumni speak of the quality of the Christian academic opportunities which they have received. Through its program of Christian higher education, Emmanuel College has attempted to provide students with academic and spiritual values which will enrich their lives and in turn lead them to enrich the lives of others in the highest Christian tradition.

## II. THE COLLEGE

Emmanuel College has been meeting the needs of students for over eighty years and today is equipped better than ever to prepare men and women for the future. Graduates of Emmanuel can be found around the world serving in diverse professions.

As a private, non-profit, co-educational, four-year college, Emmanuel strives to nurture and cultivate the unique qualities of each student through a challenging curriculum in an inspiring environment under the leadership of exemplary faculty and staff.

Excellence in instruction, quality resources, a friendly atmosphere, and exciting activities are just a few of the strengths of Emmanuel's environment. Class size is small ensuring that students receive individual attention. In addition, there are multiple opportunities for spiritual growth ranging from stimulating lecture programs with nationally-acclaimed speakers to gospel concerts with award-winning artists.

Compared to the national average of costs for private college education in America, Emmanuel's low tuition saves students thousands of dollars over the course of a college education. Also, the majority of students at Emmanuel are eligible for a wide variety of student financial aid. Financial resources include the major federal and state programs as well as numerous institutional aid funds.

College students are active people, and Emmanuel has over fourteen clubs and organizations that encourage student involvement. There are intercollegiate and intramural athletics, racquetball, swimming, missions groups, ministry organizations, student government and more.

In today's world, the benefits of a college education are priceless. Emmanuel College is committed to helping students reach their fullest potential and, in doing so, is producing leaders for a better tomorrow.

### PHILOSOPHY

Emmanuel College is an academic community dedicated to intellectual, physical, personal, and spiritual growth within the context of a liberal arts education and an environment of Christian concern. We believe that God is the personal Creator and Ruler of all time, space, and matter and that a true understanding of all things must involve a knowledge of His revealed purposes. We further believe that the fullest information concerning God comes from the person of Jesus Christ and the revelation of His redemptive works as recorded in the Holy Bible through the inspiration of the Holy Spirit. All creation derives value and significance from God revealed in Christ. Through Jesus Christ people are able to live as redeemed, regenerated, and cleansed members of society through the indwelling of the Holy Spirit.

We believe that education based upon these principles is the best possible method of preparing students for and involving them in lasting service to God and others—service noted for integrity, intelligence, and devotion. We further believe that a college experience in a Christian environment will enable students to develop lifelong spiritual and social values. We believe that all truth is God's truth and that opportunities should be provided for students to integrate faith and learning, to synthesize their understanding of God's purpose in Christ with their view of the worth of persons as well as the worth of the scientific method in improving life.

### INSTITUTIONAL MISSION

Emmanuel College is a Christ-centered, liberal arts institution which strives to prepare students to become Christ-like disciples who integrate faith, learning, and living for effective careers, scholarship and service.

### CORE VALUES

- Christ-Centered Higher Education  
(The Integration of Faith and Learning)
- Christ-Centered Individuals  
(The Worth of Every Single Person)
- Christ-Centered Community  
(Uplifting the Body of Christ)
- Our Pentecostal/Evangelical Tradition  
(Valuing our Christian Heritage)

## **INSTITUTIONAL AIMS**

More specifically, in accordance with this overall mission and philosophical framework, Emmanuel College seeks to fulfill the following institutional aims:

1. To provide strong Christian witness to students and to the constituents who are served and to help students develop Christian values and character which are demonstrated in their lives.
2. To provide the following programs:
  - a. Associate degree programs in General Education, Pre-Pharmacy, Allied Health, and Business Administration for students planning to enter four-year programs at Emmanuel College or other colleges.
  - b. Baccalaureate programs in Biology, Business Administration, Christian Ministries, Church Music, Communication Studies, Early Childhood Education, English, History, Kinesiology, Mathematics, Middle Grades Education, Music, Pre-Law, Pre-Professional Studies, Psychology, Worship and Music Ministries and Secondary Education.
  - c. Evening or specially designed courses which respond to the needs of residents of the surrounding counties and cities of Northeast Georgia.
3. To provide opportunities for students to develop the general competencies necessary for earning a livelihood and functioning in society as productive citizens.
4. To provide developmental opportunities in reading, writing, and mathematics for marginally prepared students.
5. To provide opportunities for students to develop intellectual curiosity, an enduring desire for knowledge, the habit of diligent, honest inquiry and critical thinking, and a genuine interest in spiritual, intellectual, and aesthetic matters sufficient to motivate continuing self-education.

6. To provide cultural enrichment for the student body and surrounding community through scheduled courses, lectures, art exhibits, and musical performances.

7. To provide opportunities for students to participate in creative experiences through in-class and out-of-class activities.

8. To provide experiences which enhance students' understanding of responsible citizenship, knowledge of and participation in government, and active involvement in improvement of the political system in America and the world.

9. To provide multicultural experiences for students to acquire an understanding of and an appreciation for diverse cultures and values so that students can better evaluate and appreciate their own values and communicate more effectively with people from other cultural perspectives.

10. To provide classroom and extra-class activities which promote biblical family values such as parental responsibility for the welfare and unity of the family.

11. To provide a full student-life program as resources permit which will offer spiritual, recreational, interpersonal, cultural, and leisure-time experiences that will enrich campus life, help students to develop a disciplined life, and make more meaningful use of time.

12. To provide physical activities directed toward the maintenance of physical wellness and recreation for the present and throughout life.

## **EDUCATIONAL GOALS**

1. An educated person has competence to communicate effectively through writing, speaking, reading, and listening.

2. An educated person has computational skills necessary for effective functioning in contemporary society.

3. An educated person understands how physical fitness is needed for work and leisure activity and has knowledge of the basics necessary for health and fitness for the present and future.

4. An educated person has knowledge of civilization through the study of various traditions, history, religion, government, social institutions, and world cultures.

5. An educated person is aware of key aspects of Biblical history and literature since the Bible constitutes a significant cornerstone in Western spiritual, intellectual, and literary traditions.

6. An educated person has the ability to think critically about important matters, particularly about those fundamental issues related to personal and social moral decision-making within a contemporary world in pluralism and relativism.

7. An educated person has a knowledge of the basic Biblical principles of responsible relationships and for establishing and maintaining a home.

8. An educated person has an acquaintance with the arts and a knowledge of significant literary works.

9. An educated person has an understanding of the scientific method and the findings of scientific inquiry.

10. An educated person has a knowledge of one's own personal qualities, goals, and creativeness, and the forces which have shaped these.

11. An educated person seeks personal discipline and maintains an appropriate balance between work and leisure as a productive member of society.

12. An educated person has a commitment to lifelong learning.

### **ACCREDITATION**

Emmanuel College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate and baccalaureate degrees. Inquiries regarding the accreditation status of Emmanuel College may be made directly to the Commission on Colleges, using the following methods:

Mail: 866 Southern Lane,

Decatur, Georgia 30033-4097

Telephone: 404-679-4501

Website: [www.sacsoc.org](http://www.sacsoc.org)

Inquiries regarding anything other than accreditation status (such as admission standards or financial aid) should be made directly to the appropriate Emmanuel College office.

### **COMPLIANCE WITH FEDERAL STATUTES**

Emmanuel College is in compliance with Title VI of the Civil Rights Act of 1964 and does not discriminate on the basis of race, creed, color or national origin, and is also in compliance with the provisions of Title IX of the Educational Amendments of 1972 which prohibit discrimination on the basis of sex and Section 504 of the Rehabilitation Act of 1973 which prohibits discrimination on the basis of disability.

Students, who have special needs as addressed by Section 504 of the Rehabilitation Act, may contact Lee Phillips, Counselor in Student Life at ext. 2632. After proper documentation is on file, reasonable efforts will be made to accommodate those special needs.

### **CHURCH AFFILIATION**

The College is sponsored by the International Pentecostal Holiness Church, Inc., with General Headquarters in Oklahoma City, Oklahoma.

The College is an affiliated member of the Council of Christian Colleges and Universities.

### **LOCATION AND TRANSPORTATION**

Emmanuel College is located in Franklin Springs in Northeast Georgia near the Blue Ridge Mountains, 2 miles south of Royston, Georgia, on U.S. Highway 29 and approximately 15 miles from U. S. Interstate 85. The College is about 30 miles north of Athens, Georgia, 35 miles south of Anderson, South Carolina, and about 100 miles northeast of Atlanta, Georgia.

All mail should be addressed to P.O. Box 129, Franklin Springs, Georgia 30639. Those from outside the Franklin Springs area who desire to communicate with college personnel by telephone should contact the College through the toll-free number: 1-800-860-8800 (Local calls: 706-245-7226).

The College web site contains much relative information for prospective students and other interested persons: [www.ec.edu](http://www.ec.edu).



## III. ADMISSIONS

**Admissions Policies contained herein will apply to those applicants for admission to Emmanuel College from August 1, 2008 to July 31, 2009.**

Students are admitted to Emmanuel College without discrimination on the basis of race, color, nationality, creed, or sex, providing they agree to abide by the academic and behavioral standards of Emmanuel College.

### ADMISSION CLASSIFICATIONS

All applications will be reviewed by the Office of Admissions staff. Acceptance is granted under one of the following classifications. Please contact the Office of Admissions if you have any questions about your eligibility to enroll.

#### Regular Acceptance

Students who meet the following admission criteria will be granted regular acceptance:

1. High school college prep or general diploma GPA of 2.00 or higher; OR vocational/tech prep GPA of 2.5 or higher; AND
2. Minimum of 860 on SAT (combined verbal and math) OR minimum of 18 composite score on ACT.

#### Conditional Acceptance

Those first-time freshmen who do not meet the minimum academic requirements for regular admission may follow the ADMISSION APPEALS PROCESS as stated in this catalog. If admitted, the student will be enrolled on conditional acceptance.

#### Probationary Acceptance

Transfer students who have an overall GPA below 2.0 may be admitted under probationary acceptance. For those granted probationary acceptance, continued enrollment at Emmanuel will depend upon their meeting the requirements of the Academic Probation/Suspension policies in this Catalog.

#### Special Acceptance

Part-time students and concurrently enrolled high school students may be granted special acceptance. Students admitted under this classification must apply for regular acceptance if they desire to attend full-time or enter a degree program.

### ADMISSION CATEGORIES AND PROCEDURES

All applicants should consider the importance of applying early. Priority is given in the areas of housing, scholarships, grants, and campus employment to those who apply early.

For purposes of determining application requirements, applicants are divided into nine categories. Students should find the category below which best describes their situation and submit the materials indicated.

#### Category 1: Students Entering From High School

Any high school graduate is eligible to apply for admission to Emmanuel. In addition to meeting the Regular Acceptance criteria listed above, the following materials must be submitted by students who have a high school diploma and who wish to enroll full-time at Emmanuel College:

1. Emmanuel College Application Form
2. Application fee of \$25 (waived for those who apply online)
3. Official high school transcript showing grade point average (GPA), class rank, and graduation date
4. SAT or ACT scores (unless student has been out of high school for more than 5 years)
5. Official transcript(s) from each college (if any) where courses were taken during high school
6. If living on campus, a completed medical form, room reservation form, and a room deposit fee of \$200.

8. If living off campus, a completed medical form and tuition deposit fee of \$50. (All single, full-time students who do not reside locally in the primary residence of their parents or a legal guardian are expected to live in a college residence hall. Students who have an extenuating circumstance or are 22 years of age--before the first day of classes for the fall term--and wish to appeal to live off campus must submit an application for exception to the Director of Campus Life.)

### **Category 2: Students Transferring From Another College/University**

Students may transfer from another college or university to Emmanuel College. Advanced standing will be determined from all transcripts received.

### **Full and Accurate Disclosure**

Students who have attended another college or university must disclose that information and submit transcripts from every school previously attended. Failure to report and submit all transcripts or paperwork from previous institutions by the end of the student's first semester and/or submission of fraudulent transcripts may result in dismissal from Emmanuel College.

### **Accepted Institutions**

Emmanuel College's academic integrity demands that the quality of the coursework from other institutions be equivalent to that provided by its faculty. Therefore, a student in good standing at another regionally accredited institution of higher education will be admitted without condition and credit granted for courses which are comparable to courses offered by Emmanuel College. A minimum of 35 semester hours must be completed at Emmanuel College in order for a transfer student to earn an associate or a baccalaureate degree from Emmanuel College.

Transfer students who have been placed on academic probation/dismissal at their previous institution will be considered for admission in accordance with the same policies applied to Emmanuel College students who have been placed on academic probation/suspension.

### **Non-Collegiate Work:**

Credit for veterans' training and other non-collegiate work is given in accordance with the credit

recommendations published by the American Council on Education.

### **Transfer of D's:**

Emmanuel will post to student transcripts only courses in which a "C-" or higher has been earned. Students may petition the registrar to transfer in "D" grades up to 25% of the total number of transfer hours. "D" grades may not be used to satisfy requirements in Freshman Composition I or II, CM 130, or any course required in the major or minor.

### **Liberal Arts Core: Christian Ministries Requirements**

Students entering Emmanuel College with sophomore standing (30 or more semester hours) will be required to complete one Bible survey course (BI 112), Gospel of John (BI 300), and Christian Ethics (TH 237) at Emmanuel College unless these courses have already been completed successfully at a previous institution.

### **Non-Accredited Schools:**

Course work from an institution that is not accredited by a regional accrediting agency will be considered on a case by case basis. Furthermore, Emmanuel College reserves the right to deny admission to any student based on transcripts which are received from institutions deemed "degree mills" by the US Department of Education Council for Higher Education Accreditation [www.chea.org](http://www.chea.org).

Work from non-accredited schools may be considered for transfer credit subject to the following conditions:

1. The satisfactory completion of 12 credit hours of coursework at Emmanuel, with a grade point average of 2.0 or better.
2. The credit is applicable toward a degree or program that the student is pursuing at Emmanuel College.

### **Experiential Learning:**

With the exception of granting credit for ED101 to education para-professionals, Emmanuel does not typically grant college credit for experiential learning.

### **Transfer Course Evaluation:**

Transfer course work will be evaluated by the registrar in consultation with the appropriate division

chairs (as needed). Transfer students assume responsibility for the submission of an official transcript from EACH of the institutions previously attended. (See Full and Accurate Disclosure statement above.)

The following materials must be submitted by transfer students:

1. Emmanuel College Application Form
2. Application fee of \$25 (waived for those who apply online)
3. Official high school transcript showing grade point average (GPA), class rank, and graduation date (only for those transferring fewer than 18 hours)
4. SAT or ACT scores (only for those transferring fewer than 12 credit hours)
5. Official transcript(s) from each college/university attended
6. If living on campus, a completed medical form, room reservation form, and a room deposit fee of \$200
7. If living off campus, a completed medical form and tuition deposit fee of \$50. (All single, full-time students who do not reside locally in the primary residence of their parents or a legal guardian are expected to live in a college residence hall. Students who have an extenuating circumstance or are 22 years of age--before the first day of classes for the fall term--and wish to appeal to live off campus must submit an application for exception to the Director of Campus Life.)

#### Second Bachelor Degree:

Students transferring to Emmanuel College who have completed a Bachelor of Arts or a Bachelor of Science at another regionally accredited institution must have the following courses completed in order to waive the Liberal Arts Core:

English Composition I	1 course
English Composition II	1 course
Intro to Communication	1 course
Mathematics	1 course
History	1 course
Social/Behavioral Science (not History)	1 course
Literature/Fine Arts	1 course

Natural Science with lab 1 course

If these course requirements have not been met, the student must complete these requirements in order to graduate from Emmanuel College. Lower division and upper division courses specific to the student's chosen degree program must also be completed including one Bible survey course (BI 112), Gospel of John (BI 300), and Christian Ethics (TH 237). Transfer credit will be granted for courses completed at a previous institution that meet these requirements. Credits earned outside of these requirements will not generally be granted for Liberal Arts Core courses for students with a BA/BS degree.

#### Category 3: Students Applying for Admission by Exam or Special Approval

Adults whose high school preparation is incomplete may be admitted on the basis of their scores on the General Education Development Test (GED) provided that:

- a. they have been out of school two or more years,
- b. that their GED Composite Score is 250 or higher, and
- c. that each GED section score is 45 or higher.

The following materials must be submitted by students who are entering by examination or by special approval:

1. Emmanuel College Application Form
2. Application fee of \$25 (waived for those who apply online)
3. Official results of GED test
4. High school transcripts which show work completed
5. SAT or ACT scores (required if the applicant is 22 years of age or less)
6. If living on campus, a completed medical form, room reservation form, and a room deposit fee of \$200

7. If living off campus, a completed medical form and tuition deposit fee of \$50. (All single, full-time students who do not reside locally in the primary residence of their parents or a legal guardian are expected to live in a college residence hall. Students who have an extenuating circumstance or are 22 years of age--before the first day of classes for the fall term--and wish to appeal to live off campus must submit an application for exception to the Director of Campus Life.)

#### **Category 4: Students Applying for Admission from Home-Schooling**

Students who have been home-schooled must be at least 16 years old.

The following materials must be submitted by students who have been home-schooled:

1. Emmanuel College Application Form
2. Application fee of \$25 (waived for those who apply online)
3. Official high school transcript showing grade point average (GPA) and graduation date OR an official score report for the GED.
4. If an official transcript is unavailable, the following must be provided: a typed list of classes taken through home school, the grade in which they were taken, the grade the student made in the class and the curriculum used. Transcripts must be signed by the primary teacher of the student (most likely a parent)
5. SAT or ACT scores (unless student has been out of high school for more than 5 years)
6. Official transcript(s) from each college (if any) where courses were taken during home-schooling
7. If living on campus, a completed medical form, room reservation form, and a room deposit fee of \$200
8. If living off campus, a completed medical form and tuition deposit fee of \$50. (All single, full-time students who do not reside locally in the primary residence of their parents or a legal guardian are expected to live in a college residence hall. Students who have an extenuating circumstance or are 22 years of age--before the first day

of classes for the fall term--and wish to appeal to live off campus must submit an application for exception to the Director of Campus Life.)

#### **Category 5: Students Applying for Part-Time Admission**

Students wishing to enroll part-time at Emmanuel College should submit materials for whichever category above best describes their status.

#### **Category 6: Students Applying for Concurrent Enrollment**

High school students in their junior or senior year may, with the approval of their high school counselor, enroll in a combined number of high school and college courses per semester not to exceed a full-time college load of 15 semester hours. (Concurrent students who are being home-schooled must be at least 16 years old.)

High school juniors or seniors who wish to enroll concurrently at Emmanuel College should submit the following materials:

1. ACCEL Application
 

The high school counselor will provide the student with this paperwork and will assist in completing all necessary paperwork if the student is eligible for the ACCEL program from the Georgia Department of Education. This paperwork may be submitted online directly to the Georgia Department of Education by the high school counselor.
2. Emmanuel College Application Form
3. Application fee is waived for ACCEL applicants
4. Official high school transcript (must have at least a "B" GPA)
5. SAT or ACT scores (must have at least a 19 ACT or 970 SAT)

A complete list of approved courses is available in the Registrar's Office or from a high school counselor.

#### **Category 7: International Students**

International students who wish to enroll at Emmanuel College must submit the following materials:

1. Emmanuel College Application Form
2. Application fee of \$50 US
3. Proof of Financial Support
4. Results of the TOEFL (Test of English as a Foreign Language)—only if English is not primary language. Students may be accepted if they have earned a TOEFL score of 550 or higher (a computer TOEFL score of 213).
5. Official transcripts from any secondary school or college attended (must be translated into English)
6. If living on campus, a completed medical form, room reservation form, and a room deposit fee of \$200
7. If living off campus, a completed medical form and tuition deposit fee of \$50. (All single, full-time students who do not reside locally in the primary residence of their parents or a legal guardian are expected to live in a college residence hall. Students who have an extenuating circumstance or are 22 years of age--before the first day of classes for the fall term--and wish to appeal to live off campus must submit an application for exception to the Director of Campus Life.)

No international applications for admission will be considered until all required documents have been received. International applicants may not consider themselves admitted to Emmanuel College until they have received an official letter of acceptance and an I-20 form for submission to the appropriate INS officials.

#### **Category 8: Non-Degree Seeking Students**

1. Audit/Non-Credit Student
 

Applicants who wish to enroll in classes on an audit/non-credit basis must submit an application for non-credit with personal information. No other application materials will be required.
2. Transient Student
 

Students who wish to enroll at Emmanuel College as a transient from another college should contact the Registrar's Office at their current institution and request a Transient Letter of Permission. This should be sent directly to the Registrar's Office at Emmanuel College. No other application materials will be required.

#### **Category 9: Students Applying for Readmission**

The following materials must be submitted by students who are returning to Emmanuel College after an absence of one semester or more and who wish to be enrolled full-time:

1. Emmanuel College Intent to Re-Enroll Form
2. Official transcript(s) from each college/university attended since leaving Emmanuel College
3. If living on campus, room reservation form and a room deposit fee of \$200.
4. If living off campus, a tuition deposit fee of \$50. (All single, full-time students who do not reside locally in the primary residence of their parents or a legal guardian are expected to live in a college residence hall. Students who have an extenuating circumstance or are 22 years of age--before the first day of classes for the fall term--and wish to appeal to live off campus must submit an application for exception to the Director of Campus Life.)

Students who have been away from Emmanuel College two years (four consecutive semesters) will re-enroll under the Catalog in effect at the time of their re-entry. Former Emmanuel College students who were academically suspended must have their applications for readmission approved by the vice president for academic affairs.

#### **PLACEMENT TESTING**

Emmanuel uses the SAT/ACT to determine the need for English placement testing for incoming freshmen. The ACCUPLACER exam is given to students with ACT English score of 16 or below; or SAT verbal of 450 or below, to determine the need for placement in EN 090 Basic English and/or RD 097 College Skills.

To ensure proper placement, Emmanuel College students are required to take the Mathematics Placement Exam (MPE) before being allowed to register for any math courses at Emmanuel. The MPE must be taken at the earliest opportunity.

#### **ADMISSION APPEALS PROCESS**

When an application is received that does not meet minimum requirements of Emmanuel College, the

applicant is notified that he/she may appeal for reconsideration. (This applies to students who do not have the minimum SAT/ACT, the minimum high school GPA, and/or who have not taken the SAT/ACT.) If an appeal for reconsideration is received, the applicant's file is referred to the Admissions Committee for review. The following items will be made available to the Committee prior to any appeal meeting as a basis for their decision:

- a. Recommendation from minister or other character witness (optional)
- b. Two academic recommendations (optional), and
- c. A 200-word essay written and signed by the applicant entitles "My Reasons for Attending Emmanuel College"
- d. Results of the ACCUPLACER exam
- e. Results of the Math Placement Exam
- f. SAT or ACT scores
- g. High school transcripts, including GPA
- h. High school class ranking (if available)

The Admissions Committee may require a personal or phone interview with the applicant before making a decision. The decision of the Admissions Committee is final.

Students who appeal and are accepted will be enrolled on Conditional Acceptance status. Their academic load for the first semester will be limited to 12-13 hours; they may be required to enroll in one or more developmental studies courses; and they may be required to meet with an Academic Counselor periodically during the semester. Failure to earn at least a 2.0 GPA will result in their placement on Academic Probation.

### **CREDIT BY EXAMINATION**

Credit is granted for acceptable scores on tests administered through the College Level Examination Program (CLEP) and Advanced Placement Program (AP) of the College Board. An official score report from the College Board is required for granting credit. A maximum of 24 semester hours of credit may be acquired through this process.

Credit will be granted only for courses offered by Emmanuel College and in accordance with guidelines set forth by the American Council on Education (ACE) for the granting of credit through CLEP, AP, and other advanced placement agencies. No duplicate credits will

be awarded. Additional information regarding credit by examination may be obtained from the Registrar's Office.

Emmanuel College offers computerized CLEP testing from the College Board. More information concerning this program is available from the Registrar's Office and from the College Board at [www.collegeboard.com](http://www.collegeboard.com).

### **EVENING CLASSES**

Evening classes are offered as a community service to the Northeast Georgia area. These evening classes may lead toward an Associate of Arts degree in General Education and are foundational for most baccalaureate degrees at Emmanuel College or other colleges. The admissions policies for evening classes are identical to those for day classes.

### **FULL AND ACCURATE DISCLOSURE**

Failure to report and submit all transcripts or paperwork from previous institutions (including high school records) by the end of the student's first semester and/or submission of fraudulent transcripts may result in dismissal from Emmanuel College.

Emmanuel College reserves the right to deny admission to any student based on transcripts which are received from institutions deemed "degree mills" by the US Department of Education Council for Higher Education Accreditation [www.chea.org](http://www.chea.org).

## IV. ACADEMIC POLICIES AND SERVICES

### ORIENTATION, TESTING, AND REGISTRATION

All new students (first time and transfer students) must report to the campus on the date indicated on the academic calendar to begin orientation and testing in preparation for registration. A student who fails to report on the date scheduled to complete placement testing and orientation may be denied admission. Official notification of time and place of orientation is sent by U.S. Mail to all students who are anticipated for enrollment.

During orientation, students are introduced to the College and given assistance by faculty advisors in their selection of appropriate courses. At registration, a student selects a schedule of classes with the help of the academic advisor to whom he/she has been assigned.

### LATE REGISTRATION

No student may register for a term later than five class days after the term begins.

### CLASS ATTENDANCE POLICY

The faculty at Emmanuel College believes that (in the college context) loving God with the whole mind entails faithful class attendance. Therefore, students are expected to be present for all meetings of classes in which they are enrolled unless personal illness, official college approved activities, or an emergency beyond their control prevents them from being present. Make-up work for these types of absences will be arranged at the discretion of the faculty member. Faculty members are at liberty to develop their own attendance policies for individual courses so long as those policies are reasonable, clearly defined in the syllabi, and students are informed prior to exceeding the number of absences for which course credit would be denied. Grade penalties are not imposed for class absences for official college approved activities. The student, however, is responsible for completing all course work even when absent from class.

Furthermore, coaches and sponsors of other college-approved activities are required to schedule those activities so that participating students will not be forced

to miss more than 25% of any class scheduled during the following periods: 1-6 or A-D.

### ACADEMIC INTEGRITY

Honesty, trust, and integrity are fundamental to all human relations. The Statement of Academic Integrity developed by the Emmanuel College students, staff, and faculty shows the essential place of integrity in academic pursuits, personal character, and college community life. Formal academic disciplines and interpersonal relationships can only function in an atmosphere of honesty, trust, and integrity.

Emmanuel College is committed to seeking the highest standards of academic honesty and integrity, not only in the academic community, but in all areas of student life. While the principles, policies, and procedures described within the Statement of Academic Integrity focus on academic situations, the College expects that these same principles will inform all behavior. All college members must remain aware that they are representative of Emmanuel College, whether on or off campus, and must, therefore, behave with honesty and integrity so as to bring respect to themselves and the College.

During the first registration, each student must agree either electronically or by physical signature to abide by the principles set forth in the Code of Honor, which is part of the Statement of Academic Integrity. A complete copy of the Statement of Academic Integrity is published in the Student Handbook.

### GRADING SYSTEM

Letter	%	%	QP
A	100%	--93%	4.00
A-	92.9%	- 90%	3.75
B+	89.9%	- 87%	3.25
B	86.9%	- 83%	3.00
B-	82.9%	- 80%	2.75

C+	79.9%	– 77%	2.25
C	76.9%	– 73%	2.00
C–	72.9%	– 70%	1.75
D+	69.9%	– 67%	1.25
D	66.9%	– 63%	1.00
D–	62.9%	– 60%	.75
F	59.9%	or below	0

**I- Incomplete.** Incomplete work must be made up within five weeks of the end of the term. (See Incomplete Grade Policy.)

**CS-Continuing Status.** This grade indicates that the student put forth appropriate effort and reasonable progress was made, but the student must continue his/her enrollment in order to satisfactorily complete all course goals. This grade is given only in developmental level courses (EN 090, RD 097, RD 098, MA 099). A grade of “CS” indicates that the student may continue work in a sequence of the course. A student may be given a continuing status (CS) grade only once per course. The next semester following the “CS” grade, the student must re-enroll in the course in which the “CS” was granted or the “CS” becomes an “F.”

**W-Withdrawn** (See Withdrawal from Class and Withdrawal from College below.)

### INCOMPLETE GRADE POLICY

An incomplete grade (“I”) may be given when a student has done satisfactory work in a class but has been unable to complete all the required work because of extenuating circumstances, such as extended illness. An “I” may not be given to allow a student additional time for the purpose of raising a grade.

In order to receive an “I,” written permission must be obtained by the student from both the instructor and the vice president for academic affairs and must be filed with the registrar. Under such circumstances, the work shall be made up within five full weeks from the end of the term (i.e., end of final exam period) during which the incomplete occurred. Upon the student’s completion of the work, the instructor will submit an appropriate grade to the registrar. If the work is not completed in the prescribed time, the instructor will complete the Incomplete Grade Form with the appropriate grade.

### DROP-ADD PERIOD

The drop-add period will extend five class days from the first day of classes. During this period a course may be dropped and/or added with the permission of the faculty advisor and the instructor. A charge of \$5.00 is assessed for each form processed. A student who simply stops attending class and does not complete the drop-add paperwork will receive an “F” for that course.

### WITHDRAWAL FROM COLLEGE

In order to withdraw from the College, a student must complete the withdrawal procedure as outlined on the form supplied by the registrar. Completion of the form includes securing necessary signatures and the return of the form to the registrar for processing. A student will be entitled to no refund of monies paid or financial aid unless the proper withdrawal procedure is followed. Grades for those withdrawing from the College will be assigned on the following basis:

1. A student who withdraws from the College prior to the expiration of one week past mid-semester will receive a “W” (withdrawn from class) in all courses.
2. If, due to unavoidable circumstances, a student finds it necessary to withdraw from the College after the expiration of one week past mid-semester, he/she will receive a “W” in each course in which he/she is performing satisfactorily at the time of withdrawal and an “F” in each course in which his/her performance is not satisfactory. (“W’s” are not counted in the calculation of grade point averages.)
3. Failure to follow prescribed withdrawal procedures will result in an “F” in each course in which the student is enrolled.

### WITHDRAWAL FROM CLASS

A student may be permitted to withdraw from a course with the approval of the instructor, academic advisor, and registrar prior to the expiration of one week past mid-semester. A “W” will be recorded on the student’s academic record. A student who is permitted by the instructor and registrar to withdraw from a course following the expiration of one week past mid-semester will automatically receive an “F” in the course. If there are extenuating circumstances, the student may appeal to the vice president for academic affairs to receive a “W” in the course if satisfactory work is being done in the course



at the time of withdrawal. Appeals will be considered on an individual basis.

### **MILITARY CALL TO ACTIVE DUTY**

Students who are called to active military duty will be allowed to withdraw without penalty from Emmanuel College and receive a 100% tuition reimbursement upon presenting an original copy of their orders to the Registrar's Office. If, however, the student wishes to take incompletes and if the student can secure the permission of the instructor(s) and the vice president for academic affairs, a grade of "I" (incomplete) will be recorded and no tuition will be reimbursed. The student will be allowed to complete the coursework according to the agreement made with the instructor(s) and the vice president for academic affairs.

### **REPEATING A COURSE**

A student who fails a course may retake the course at an appropriate time after consultation with his/her academic advisor. Each retake will be so indicated on the transcript with an "R." A course may be repeated for academic forgiveness no more than one time after the initial enrollment in the class. If a course is successfully retaken, the original grade will not be factored into the student's cumulative GPA. A student's semester GPA will not be changed by this process.

If a student makes a "D" in a course the same procedure will apply. The student is responsible to make application for a retake to the registrar and the paperwork must be signed by the student's academic advisor. Application for a retake must be completed by mid-term in the semester in which the course is being taken.

Currently enrolled students who have retaken courses prior to fall 1997 in which they initially received a failing grade or grade of "D" may appeal to have these retakes recorded on their transcript. They must appeal through their academic advisor and the registrar and complete the retake form in the Student Records Office in order for the appeal to be granted.

This policy does not cover courses which the student may take at another institution for transfer back to Emmanuel College.

### **DIRECTED STUDY**

Directed study is defined as a course listed in the catalog which is taken on an individualized basis with the supervising instructor providing a complete syllabus. Directed studies should begin and end at the same time as fall, spring, or summer term. Any students wishing a directed study for the same course during the same term must be grouped together as a single directed study cohort. This also applies to students wishing to take directed studies during a Maymester or June term. Typically, when more than three students need the same directed study course during the same term, an effort will be made to teach the course on a regular schedule (rather than as a directed study). The course content shall be at least equivalent to that taught in the traditional classroom. Contact hours between the instructor and student should be a minimum of 1/3 of the normal contact hours for that course.

The student must submit the request to the instructor who will teach the course. If agreeable, the instructor shall complete a form (available from the registrar) which must be signed by the student's academic advisor, the chair of the department in which the course is listed, and the vice president for academic affairs. The completed form shall be submitted to the registrar before the end of the appropriate drop/add period in order to complete registration.

The cost of a directed study is in addition to the regular tuition for the total courses taken during the enrollment period. The course (whether taken in the fall, spring, or summer) will be charged at the full Directed Study Rate as published in the Catalog (along with any fees that may be specified in the Catalog pertaining to that course) and those monies are payable prior to the beginning of the course/term. All Catalog policies relating to withdrawal and refunds also apply to directed studies, meaning (among other things) that a student is not officially withdrawn until the appropriate paperwork has been filed with the registrar. Any refunds will be based upon the official withdrawal date.

Directed studies should be used only when unusual, extenuating circumstances exist and after all other options for earning the needed credit have been exhausted. It is the responsibility of the advisor and the student to carefully follow program checklists. Directed studies are not intended to be used to correct advising problems or

refusal of the student to follow advisor's recommendations. Therefore, the student will be permitted to take no more than one directed study for every two semesters enrolled, with a limit of three within a degree program.

The student must have completed at least sixty (60) semester hours of work before being permitted to take a course by directed study. A cumulative GPA of at least 2.00 is required before a request for directed study will be considered. Any exceptions to these directed study policies must be approved by the vice president for academic affair.

### **ACADEMIC HONORS**

In order to be valedictorian of a graduating class, a student must have completed at least 35 hours of required course work at Emmanuel College and attended for two consecutive semesters immediately prior to completion of graduation requirements. The valedictorian will be the graduate(s) with the highest academic average for the associate or baccalaureate degree. This policy allows that there may be more than one valedictorian in any given graduating class.

Graduates who have distinguished themselves through outstanding academic performance will be graduated with honor. Graduates receiving the associate degree who have earned a grade point average of 3.60 or above will be designated as honor graduates. Graduates receiving the baccalaureate degree will be honored according to the following standard:

<b>GPA</b>	<b>Honor</b>
3.60-3.74	Cum Laude (with Honor)
3.75-3.89	Magna Cum Laude (with High Honor)
3.90-4.00	Summa Cum Laude (with Highest Honor)

For purposes of the graduation ceremony, these honors will be determined based upon the cumulative GPA at the end of the fall semester immediately preceding graduation. For purposes of final transcripts, these honors will be determined based upon all coursework completed for the degree. (See Requirements for Graduation for description of method used to calculate graduation GPA. Pre-transfer averages will be considered in the calculation of graduation honors, as will courses repeated under the Academic Forgiveness Policy.)

A full-time student who earns a quality point average of 4.00 during fall or spring semester shall have his/her name placed on the President's List. A full-time student who earns a quality point average of 3.60 or above during fall or spring semester shall have his/her name placed on the Dean's List.

### **MAXIMUM LOAD**

A student who has earned a "C-" average with no "F's" for the preceding semester will be permitted to register for a maximum of 18 hours. Following the first semester of enrollment, a student with a cumulative grade point average of "B" or above may register for more than 18 hours up to a maximum of 20 hours. If a student fails to maintain a "B" average, this privilege will be withdrawn. No student will be permitted to register for more than 18 hours in any semester without special permission from the vice president for academic affairs.

The number of hours for which first semester freshmen will be permitted to enroll will be determined by their qualifications as shown on their high school transcripts, SAT/ACT scores, and the placement examinations administered by the College.

A student living in a residence hall must maintain a minimum of 12 semester hours of coursework per semester unless approval for fewer hours is granted by the vice president for student life.

### **GRADE REPORTS**

Instructors inform students at mid-semester if they are not performing satisfactorily in a course. These notifications are recorded in the Student Records Office. Grade reports are not mailed to students at the end of each semester, but are available through the student's personal information page within the Emmanuel College registration system (CRIS). Grades are assigned by instructors according to the system outlined under the section of this Catalog entitled Grading System.

### **STUDENT GRADE APPEAL PROCESS**

Should a student believe that his/her grades have been reported incorrectly, the student has the right to question the assigned grades.

Students have the right to appeal a grade only during the three month period immediately following the posting of a course grade to CRIS. The appeal process listed

below is based upon the principles outlined in Matthew 18:15-17. Students wishing to appeal should use as many of the following steps as they desire, but the steps must be used in the order listed below:

- A. Appeal to Faculty Member: The student should first appeal to the faculty member to make sure no clerical mistakes have been made and to obtain a clear understanding for the basis of the grade being appealed.
- B. Appeal to Department Chair: If step “A” does not result in a satisfactory resolution, the student should request a meeting with the faculty member and the chair of the department to discuss the appeal.
- C. Appeal to Dean of School: If step “B” does not result in a satisfactory resolution, the student should request a meeting with the faculty member and the dean of the school to discuss the appeal. (The department chair should be invited, but is not required to attend the meeting.)
- D. Appeal to Vice President for Academic Affairs: If step “C-” does not result in a satisfactory resolution, the student should request a meeting with the faculty member and the vice president for academic affairs. (The department chair and school dean should be invited, but are not required to attend the meeting.) The vice president for academic affairs will be the final arbiter of all grade appeals.

#### **CLASSROOM DISCIPLINE**

Faculty have the right to dismiss from the classroom students who are disruptive to the learning environment, make a nuisance of themselves, or refuse to cooperate. When this becomes necessary, the faculty member should arrange to meet with the student privately before the next class period to resolve any grievances in the spirit of Matthew 18:15-17. If terms on which the student can return to class cannot be satisfactorily arranged between the faculty member and the student, a meeting with the faculty member, student, and department chair should be arranged. If that fails, the school dean should be involved; if that fails, the vice president for academic affairs should be involved as a final arbiter or “witness.” The vice president for academic affairs does have the power to administratively withdraw from a course any

student who continues to disrupt the learning of other students.

#### **FINAL EXAMINATIONS**

Final examinations are held at the end of each semester in accordance with the published schedule. Faculty may not re-schedule final exams for one or more courses sections unless authorized by the vice president for academic affairs. Although faculty are not required to do so, they do have the authority to schedule early/late final exams for individual students who have legitimate rescheduling needs. No students are exempt from final examinations. An unexcused absence from a final examination constitutes an exam failure and may adversely affect the final grade for the course.

#### **ACADEMIC PROBATION AND SUSPENSION POLICY**

Academic deficiency means the failure to maintain the minimum academic standards required to attend Emmanuel College. Students who are deemed to be academically deficient shall be placed on **Academic Probation** for the next semester of enrollment. The registrar shall determine the status of academically deficient students at the end of each semester, at admission, and at the matriculation of transferring students from other colleges. **A student is academically deficient if he or she has a previous semester grade point average (GPA) below 2.00 or has not completed required developmental courses with a “C-“ and passed any developmental course exit exam within the first two semesters of enrollment at Emmanuel.**

Developmental Courses: These courses are designed to remediate an academic deficiency which is seriously impairing a student’s ability to perform on a college level. Developmental courses are listed in the college catalog and suffixed with course sequence numbers below 100 (for example, MA099). Students are placed in developmental courses based on internal and/or external college exam results.

#### **ACADEMIC PROBATION**

Academic Probation means a student is allowed to enroll in classes under the direct supervision of the Vice President for Academic Affairs (VPAA) or a designee. The period for academic probation for full-time students is one semester. Students placed on academic probation shall follow a specific Academic Development Plan

(ADP) with restrictions defined by the VPAA (or the VPAA's designee). The student agrees to comply with academic probation policy and acknowledges that failure to follow the ADP requirements may result in immediate academic suspension at the discretion of the VPAA, without the right to appeal.

#### Part-Time Enrollment

Part-time students on academic probation are subject to the same requirements as full-time students and shall remain on academic probation for two semesters. The student must average a 2.00 GPA over both semesters or the student shall be academically suspended.

#### Academic Probation and Development Plan Restrictions (ADP):

1. A student shall not enroll for more than 13 credit hours unless expressly allowed in the ADP.
2. A student shall not participate in extracurricular activities (including summer ministry teams) except by permission of the VPAA (or the VPAA's designee).
3. Individual student restrictions and obligations shall be defined within a student's ADP. The VPAA (or the VPAA's designee) may develop and execute individual academic development plans with respect to the following:
  - a. course enrollment
  - b. course grades
  - c. course assignments
  - d. course exams
  - e. class attendance
  - f. class conduct
  - g. tutoring
  - h. counseling
  - i. time management
  - j. performance and accountability reporting

#### Removal from Academic Probation

Once the registrar determines that all academic deficiencies have been remediated, a student shall be removed from academic probation.

#### Escalation to Academic Suspension

If the academic deficiency has not been remediated appropriately during the probationary period, the registrar shall notify the student of his or her academic suspension.

#### ACADEMIC SUSPENSION

Academic Suspension means the revocation of the student's right to enroll in classes and to participate in Student Life activities at Emmanuel College. A student has the right to appeal the suspension before a sub-committee of the Faculty Senate.

#### Reasons for Academic Suspension

1. For a deficiency in GPA, a probationary student who fails to improve his or her GPA by achieving a probation period GPA of 2.00 or higher.
2. For a failure to successfully complete a developmental course with a "C-" and pass any developmental course exit exam by the end of a probationary semester caused by failure to complete developmental requirements.

#### Term of Academic Suspension Period:

1. First suspension, one semester.
2. Second suspension, two consecutive semesters.
3. Third suspension, the student shall be permanently dismissed from Emmanuel College.

#### ACADEMIC SUSPENSION APPEAL

Academic Suspension Appeal means the student's right to formally request, in writing, a hearing before members of the Faculty Senate to be academically reinstated to attend classes under academic probation for one additional semester. Academic reinstatement does not remove the original academic suspension from the student's record.

#### APPEALS PROCESS

Appeals must be submitted in writing to the registrar by the deadline established by the registrar in the suspension notification. Written appeals shall include the student's plan to remedy his or her academic deficiency and may include any specific issues which may have contributed to the suspension. In addition to the written appeal, the student must be in good standing with the

library and must have made a good faith effort (in the opinion of the VPAA) to settle his or her student account.

If the student satisfies these prerequisites for appeal, the registrar shall schedule the student for an academic suspension appeal hearing before a sub-committee of the Faculty Senate. The composition of a sub-committee shall be determined by the VPAA. A simple majority affirmative vote of the sub-committee is required to reinstate the student for one semester of probation. The student's failure to appear at the hearing shall ratify the suspension. The sub-committee decision is final.

#### POST-SUSPENSION REINSTATEMENT PROCESS

Upon completion of the suspension period, a student may apply for academic probation reinstatement in the form of a written appeal to the VPAA. Students are encouraged during their suspension period to demonstrate their responsibility and readiness to return to full-time studies by such activities as taking a class at a local community college, finding employment, or completing volunteer service. Students are further encouraged to support their appeal for reinstatement with letters of reference from a professor, employer, and/or other supervisor. An academically-suspended student who is reinstated shall be placed on academic probation for the next semester of enrollment.

#### CLASS STANDING

For the purpose of determining class standing, the following standards will be used.

<b>Classification</b>	<b>Semester Hours Earned</b>
Freshman	0-29
Sophomore	30-59
Junior	60-89
Senior	90+

#### ELIGIBILITY FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

A cumulative GPA of 1.8 for freshmen and sophomores and 2.00 for juniors and seniors must be maintained by students who represent the College individually or as members of groups (such as Emmanuel Singers, Emmanuel Players, intercollegiate athletics) or who wish to participate in other extra-curricular activities which require more than three hours of participation per week.

Scholarships awarded for any extracurricular activities (such as music or intercollegiate athletics) become invalid once the student becomes ineligible to participate.

#### REQUIREMENTS FOR GRADUATION

In order to graduate from Emmanuel College and receive a diploma, a student must complete the degree requirements set forth in this Catalog, earn a cumulative GPA of at least 2.0, earn a "C-" or higher in all major and/or minor coursework, and be present and participate in graduation ceremonies. Pre-transfer averages are considered in the calculation of graduation honors, as are courses repeated under the Academic Forgiveness Policy

Departmental requirements must also be completed.

#### DEPARTMENTAL GPA REQUIREMENTS

Communication	2.50
Education	2.50
English	2.50
Mathematics	2.50
Music	2.50
Pre-Professional	2.50
Psychology	2.50

The number of hours required for graduation varies by department. A student who is required to enroll in developmental courses must complete these in addition to the courses required in the curriculum in which he/she is enrolled. These courses do not qualify as elective credits. However, the hours and quality points earned in developmental courses will be included in the calculation of the overall grade point average.

A transfer student must take a minimum of 35 hours, including core curriculum requirements, in order to graduate from Emmanuel College. A student who transfers as a sophomore may exempt BI 111 in consultation with his/her academic advisor and the registrar. However, BI 112 will be required as a prerequisite for BI 300 and TH 237. School of Christian Ministries students are not eligible for this exemption. A minimum of twenty (20) semester hours of upper division courses are required in the student's major. (Also see Education Major requirements.)

Students must take their last semester at Emmanuel College plus meet other requirements in the liberal arts

core. Course work must meet the requirements in one of the curricula listed in this or a previous catalog. Course titles and semester hours accepted from other institutions will be entered on the student's permanent record. (Transfer students with a BA/BS degree see Second Bachelor Degree section of Admissions Requirements.)

Emmanuel students who take courses (as transient students) at other colleges prior to their graduating from Emmanuel College should have approval from the registrar before enrolling in these courses. Otherwise, credit may not be granted toward meeting Emmanuel's graduation requirements. No more than 6 hours of the last semester of credit may be earned at another institution. Transient permission letters are mailed directly to the transient institution, and it is the student's responsibility to complete any additional requirements of that institution. Transcripts must be forwarded to Emmanuel College after completion of the transient work.

Baccalaureate degree students who need two or fewer courses and who can demonstrate they can meet requirements for graduation in the following summer, may (with permission of the vice president for academic affairs and the registrar) participate in the graduation ceremony. Their graduation will be posted and diplomas distributed upon completion of the required course work.

If a student fails to pass required courses during the spring semester prior to graduation, the student will not be permitted to participate in the graduation ceremonies. If the coursework is completed in summer, the above policy will be in effect regarding posting of graduation to the student's transcript.

Students should apply to the Student Records Office for graduation by the deadline announced by that office.

Students who complete graduation requirements in December will have their graduation date and degree posted to their transcripts at the end of fall semester. These students may request their diplomas from the registrar prior to the May ceremony by completing the required paperwork with that office.

### **CULTURAL AWARENESS PROGRAM**

In an effort to provide cultural enrichment for the student body, the College has developed the Cultural Awareness Program. Events sponsored by Emmanuel

College under the Cultural Awareness Program will include, but not be limited to, lectures, music, art, and drama presentations.

CAP events do not include chapel and other special Spiritual Life programs. A list of events which are approved for the Cultural Awareness Program will be distributed at the beginning of each semester. CAP credits will not be granted for off-campus events.

Verification of attendance at CAP events will be made and records maintained in the Student Records Office.

The complete CAP purpose, policy, and etiquette statements are available on the Cultural Awareness Program website.

### **FRESHMAN SEMINAR**

All first-year students at Emmanuel College, including transfer students with fewer than 13 hours, will participate in Freshman Seminar. The Freshman Seminar is designed to help students new to the Emmanuel campus connect with others and make a successful transition from home to college. Enrollment in FS 101, a 2-hour course, is required during the student's initial semester at Emmanuel College.

### **TRANSCRIPTS**

A transcript release form which is available from the Student Records Office or a letter signed by the student is required. No transcripts will be released if the student has not met all financial obligations to the College.

Express mail service and multiple copy requests will be assessed charges. Please contact the Student Records Office for more information.

### **ACADEMIC SUPPORT SERVICES**

#### **SHAW-LESLIE LEARNING RESOURCES CENTER**

The Shaw-Leslie Learning Resources Center contains holdings comprised of over 80,000 volumes which are accessed by the on-line catalog. Periodical resources include paper subscriptions and microfiche. Full text electronic periodicals are available through GALILEO (Georgia Library Learning Online) which contains a variety of information on various subjects. Other

resources include CD-ROMs, music CDs, DVDs, videocassettes, audiotapes, and music scores. Audiovisual equipment such as video and DVD players are available to view AV media. Internet resources, including electronic books and other information databases, are available through the campus computer network.

Emmanuel College holds membership in the Georgia On-Line Database (GOLD), an interlibrary service which enables students who are enrolled in member institutions to access the extensive resources available in libraries of participating colleges and universities. The Learning Resources Center also participates in various cooperative organizations that enable it to borrow resources from libraries outside of Georgia if necessary.

### **THE STUDENT SUCCESS CENTER**

The Student Success Center offers free tutoring in most of the liberal arts core subjects to all students. The center also offers writing tutoring for students at all ability levels and at all stages of the writing process. Appointments are encouraged, but walk-ins are welcome. The Student Success Center is located on the second floor of the Aaron Building.

### **COMPUTER RESOURCES**

Emmanuel College is committed to providing students with access to computer resources. The computer labs in Aaron Building and the Learning Resources Center are available for student use. The Student Success Center is also equipped with computer stations and printers.

### **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**

The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended governs the right to access to educational records and is designed to protect students' and parents' privacy regarding school records. Any student enrolled, or formerly enrolled, at Emmanuel College has rights under the law. Applicants for admission to Emmanuel College do not have FERPA rights, since they are not "students" under the Act's definition. Parents have a right to records until a student reaches the age of 18; then the right passes to the student—unless the student is a dependent of the parents for income tax purposes. In that case, both the student and the parents have rights under the Act. In addition to

the opportunity to view covered records, students can request an explanation or interpretation of records. Students have access to their covered records maintained by Emmanuel College even if the records originally came from other sources, such as transcripts from other institutions. The Act makes clear that while students can review the materials, Emmanuel College is not required to release records from another agency to third parties (students).

Annually, Emmanuel College informs students of the Family Educational Rights and Privacy Act of 1974, as amended. This Act, with which the institution intends to comply fully, was designated to protect the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal or formal hearings. Students also have the right to file complaints with The Family Educational Rights and Privacy Act Office concerning alleged failures by the institution to comply with the Act.

Emmanuel College designates the following items as Directory Information and may release, without consent, a students' name, campus addresses, grade classification, photographs, home address, date of birth, local telephone number, rosters and results of athletic teams (including height and weight of student-athletes), academic achievements, acknowledgements of participation in music and drama events, participation in graduation, achievements in campus organizations, courses of study (majors, minors, etc.), dates of attendance, enrollment status (full- or part-time), email addresses, class rosters, class schedules, advisor, and graduation date, along with other similar information. Emmanuel College may disclose any of these items without prior written consent, unless notified in writing to the contrary by the end of drop-add period each semester.

The Registrar's Office provides a waiver form for students to complete which lists those individuals who may have access to the student's academic, financial and health records. These forms are kept in the student's record within the CRIS system and are valid until such a time as the student may request their removal.

**RIGHTS TO INTELLECTUAL FREEDOM**

Students are free to examine all potential data, question assumptions, be guided by the evidence of scholarly research and to study the substance of a given discipline. This is not intended to permit students to be delinquent regarding fulfillment of course requirements in which diverse views may exist.



## V. STUDENT COSTS

In prior years, Emmanuel College charged various fees (e.g. Technology Fee, Student Activities Fee, Lab Fee, Insurance Fee, etc.) in addition to tuition to help cover the cost of a student's education. For most students, these fees resulted in additional charges of several hundred dollars per semester. The existence of these fees also made estimating the total cost of attendance difficult. Emmanuel College has decided to eliminate most of these charges as separate fees and instead include them in tuition. Please keep this in mind when comparing Emmanuel College to other institutions who may charge fees in addition to their stated tuition.

### SCHEDULE OF CHARGES: ACADEMIC YEAR 2008-2009\*

**Application Fee:** **\$25.00**

#### Resident Students:

	<u>Fall Semester</u>	<u>Spring Semester</u>
Tuition	\$6,130.00	\$6,130.00
Meal Plan Charge (20 Meals/weeks) <sup>1</sup>	1,517.00	1,517.00
Housing Fee <sup>2</sup>	1,275.00	1,275.00
Total	\$8,922.00	8,922.00

(3% tuition discount is available--see Payment of Accounts section below.)

<sup>1</sup>Sophomores, Juniors and Seniors are eligible for a 14 meal/week plan for \$1,309 or a 10 meal/week plan for \$1,272 per semester if the applicable criteria are met.

<sup>2</sup>All resident students must be enrolled in a minimum of twelve (12) credit hours. A student who, at his/her request, occupies a double occupancy room alone will pay one and one-half times the regular room charge.

#### Commuting Students:

	<u>Fall Semester</u>	<u>Spring Semester</u>
Tuition	\$6,130.00	\$6,130.00

#### Other Tuition-based Charges:

Part-time: Tuition per hour (11 hours or less)	\$504.00
Overload: Tuition per hour (hours in excess of 18 per semester)	\$504.00
Directed Study: Tuition per hour	\$504.00
Summer School: Tuition per hour, Summer 2009	\$378.00
Audit/Non-Credit: Tuition per hour	\$96.00

\*The College reserves the right to change charges, fees, and methods of payment prior to the printing of a new catalog.

## **STUDENT ACCIDENT AND HEALTH INSURANCE**

Students enrolled full-time are covered by a student accident and health insurance policy. The premium for this insurance is included in the cost of tuition. This student accident and health insurance coverage may be waived if a student has other insurance and completes an Insurance Waiver Form. The Insurance Waiver Form requires a student to show proof of accident and health insurance. If an Insurance Waiver Form is properly completed and submitted to the Business Office by the end of drop/add for a semester, the premium for that semester will be credited to the student's account. **Waiver forms must be submitted by the end of drop-add of each semester in order for the cost of the insurance to be credited to the student's account.**

## **CHARGES NOT INCLUDED IN TUITION**

The following charges are NOT included in tuition charges and are payable as billed:

### **Individual Music Lessons**

One 25-minute lesson per week	\$150.00 per semester
One 50-minute lesson per week:	\$300.00 per semester

### **Graduation Expenses**

Because of continuous variation in prices, students may be required to pay for their caps and gowns at prevailing prices at the time of delivery. No student will be given a diploma until his/her account is paid in full.

### **Auditing and Non-Credit**

The application fee for non-credit is \$10. The charge for auditing or taking courses without credit is \$96 per semester hour. Private music lessons cannot be audited.

## **TUITION DEPOSIT AND ROOM DEPOSIT FOR HOUSING ACCOMMODATIONS**

Students who plan to commute to campus and not live in college housing will submit a \$50 tuition deposit as soon as they are notified of acceptance. Students who plan to live in on-campus housing will submit a \$200 tuition/room reservation deposit when notified of acceptance. The amount of the deposit will be automatically credited to the student's account at the time of enrollment.

Students who decide not to enroll may cancel their reservation and receive a full refund of their deposit up to,

but no later than, May 1 for fall semester and October 1 for spring semester. If a student is unable to attend for the semester originally indicated, the deposit, upon request, can be applied to the next semester only. Returning students will pay the \$150 room reservation fee each spring for the coming academic year which shall be refundable up to, but no later than, June 1.

The director of campus housing, in cooperation with residence directors, makes room assignments, roommate decisions, and other housing decisions at the time of arrival at the beginning of the semester. Any questions with regard to accommodations should be addressed to the director of campus housing.

College housing is generally double occupancy. A student who, at his/her request, occupies a double occupancy room alone will pay one and one-half times the regular room charge.

## **BILLING PROCEDURE**

Prior to the beginning of the each semester, each student receives a statement showing the charges for the coming semester and the financial aid credited to the student's account. The balance on the statement equals total charges less total financial aid.

Please Note: Stafford Loan and PLUS Loan disbursements usually **are not** reflected on the statement from the Business Office; you may subtract the amount of the first disbursement only if you have received the Notice of Loan Guarantee and Disclosure Statement from the lender which will indicate the amount of the check which will be waiting for the student's signature at registration. PLUS Loans will have been forwarded to the parents for endorsement and must be returned to Emmanuel College.

If the student and family have been notified of any financial assistance forthcoming for the semester that does not originate from Emmanuel College and is not reflected in the Award Letter and statement, that source and amount must be immediately reported in writing and documented with appropriate copy of notification to the Financial Aid Office, and that amount may be deducted from the balance due.

## PAYMENT OF ACCOUNTS

In order for a student to be activated for a particular semester, the total charges for the semester, including any balance brought forward from a previous semester, must be covered by some combination of the following by August 1 for fall semester and December 15 for spring semester:

1. Awarded financial aid
2. Awarded OR Estimated Student Stafford Loans
3. Finalized Parent PLUS loans or other finalized alternate private loans
4. A signed and approved FACTS payment contract accepted by Emmanuel College. In order for a FACTS contract to be accepted, Emmanuel College must determine, in its sole discretion, that the payments under the plan are reasonable and are likely to be paid.
5. Cash, check, or money order payment on account
6. Approved charge to a valid credit card

**If a student's account for fall semester is settled in full by July 16 or for spring semester by December 1, Tuition, Room and Meal Charges will be discounted by 3% for that semester.**

If the student's FAFSA has been filed but financial aid or other items in the preceding section above are not yet finalized, the following procedures will apply:

1. In order to be activated, the student must cover the semester charges, including any balance brought forward, by some acceptable combination of items 1 through 6 above, not including the financial aid or other items not yet finalized, by August 1 for fall semester and by December 15 for spring semester.
2. If financial aid or other items are subsequently finalized then one or more of the items used to cover the charges may be reduced or refunded to the student.

If the student's financial aid is not finalized because the student's FAFSA has not been filed or accepted, the following procedures will apply:

1. In order to be activated, the student must cover the semester charges, including any balance brought forward, by some combination of items 2 through 6 above by August 1 for fall semester and December 15 for spring semester.

2. If the FAFSA is subsequently filed and/or accepted and financial aid is awarded and finalized, then one or more of the items used to cover the charges may be reduced or refunded to the student.

## FAILURE TO COVER CHARGES

If a student fails to cover the charges for a semester by the date specified above for that semester, the following procedures will apply:

1. The student will not be activated and will not be allowed to attend classes.
2. If a resident student, the student will not be allowed to move into the residence hall .
3. The student's transcript will not reflect enrollment or registration for the semester.
4. Charges and financial aid for the semester will be removed from the student's account.

## DEFAULT ON FACTS PAYMENT CONTRACTS

1. If a student fails to fund a monthly FACTS payment, the student will receive notice of the failure via e-mail and via the US Postal Service.

2. If the student fails to fund a second consecutive monthly FACTS payment by the due date, the following procedures shall apply:

- a. The student must withdraw from school for that semester.
- b. If a resident student, the student must move out of the residence hall by midnight of the Sunday following the default.
- c. The student's transcript will reflect his/her withdrawal for the semester.
- d. Charges and financial aid for the semester will be prorated according to the Federal Withdrawal Calculation.

Any time a balance exists after August 1 for fall semester or after December 15 for spring semester, a FINANCE CHARGE OF 1½% PER MONTH will be applied to any past due balance. This is an ANNUAL PERCENTAGE RATE OF 18%. If a student's account must be submitted to a collection agency for collection, all costs of collection will be added to the account and must be paid to settle the account.

Emmanuel College reserves the right to suspend and/or dismiss a student for nonpayment of amounts due. In the case of a suspension, a fee of \$50.00 will be charged for reinstatement after the account is paid in full. Diplomas and/or transcripts will not be released until all outstanding balances on account(s) with the College, have been settled.

### **REFUND POLICY**

Emmanuel College, like most colleges, must make commitments in advance for faculty, staff, equipment, supplies, utilities, and other operating expenses for the entire year. Therefore, the college policy considers the acceptance of registration as a contract binding students and parents for charges for the entire semester.

However, when it becomes necessary to withdraw from school, reduction in tuition, room, and meal charges will be made according to the refund policy as outlined by Federal Law. Emmanuel College has adopted the Federal Policy as the official refund policy of the College. To be eligible for a refund of tuition, fees, room and board, a student must complete the official withdrawal process or be administratively withdrawn.

Depending on when a student becomes no longer enrolled, the law may provide for a refund of unearned tuition, fees, room and meal charges for students who withdraw, drop out, are expelled, fail to return from an approved leave of absence, or fail to complete the period of enrollment for which they were charged.

The Federal Refund Policy mandates that the College calculate the cancellation of tuition and fees and refunds of Title IV funds based on the percentage of the semester the student has completed. Any student who has completed more than sixty percent (60%) of the semester will not be eligible for any refund. More details may be obtained from the Business Office or Financial Aid Office.

### **SUMMER SCHOOL**

All policies and procedures regarding the payment of fees as previously stated will apply to students who choose to enroll in summer school at Emmanuel College.

Tuition and room charges for summer semester are published prior to the beginning of the semester as established by the College and are based on per hour rates.

## **VI. FINANCIAL AID**

### **FINANCIAL AID PROCEDURES**

#### **FINANCIAL AID FORMS**

Emmanuel College (EC) requires students seeking financial aid to submit a Free Application for Federal Student Aid (FAFSA) available on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and the Emmanuel College Application for Financial Aid (ECAFA) each year of attendance. Students need information from the previous year's U.S. income taxes to complete the FAFSA. Federal and state agencies may use the information provided on the FAFSA to determine eligibility for certain types of financial aid.

#### **PRIORITY APPLICATION DATES**

Students should submit the FAFSA to the federal processing center as early as possible, but no earlier than January 1 for the next academic year. Students must apply every year and list Emmanuel College on the FAFSA. The federal school code for EC is 001563. Non-degree seeking and audit students may not be eligible for certain types federal, state, or institutional financial aid. The EC priority date for full financial aid consideration for the fall semester is May 1. However, the EC priority date for full financial aid consideration for the spring semester is November 1. The Office of Financial Aid considers applications submitted after the priority date as funds are available. Due to limited funds, some financial aid programs, such as Endowed and Funded Scholarships, Federal Supplemental Educational Opportunity Grant (SEOG) and Federal and Institutional Work-Study, are awarded on a first-come, first-serve basis. Early application is the key.

Students and parents are encouraged to complete their tax return prior to filling out the FAFSA. If a FAFSA contains estimated tax information, an award letter will not be generated until the tax information has been finalized on the FAFSA.

#### **TRANSFER STUDENTS**

Transfer students applying for financial aid should ensure that they submit the results of the FAFSA to the college by May 1. Students transferring to EC for the

spring semester must ensure that they submit the results of the FAFSA to the college by November 1. Students who submitted the FAFSA to the federal processing center without listing Emmanuel College can call 1-800-433-3243 to arrange for the results to be sent to EC, our federal school code is 001563.

#### **NEED ANALYSIS**

The Federal Processing Center uses the information from the FAFSA in a formula, established by the United States Congress, to calculate the student's Expected Family Contribution (EFC) toward the student's education. They send a Student Aid Report (SAR) to the student and each of the colleges listed on the FAFSA. The college then uses the EFC in an equation to determine the student's financial need. The cost of attendance (tuition, housing, meals, books, etc.) minus the EFC and all financial aid equals the financial need.

#### **VERIFICATION**

Approximately thirty percent of all FAFSA applications are selected by the U.S. Department of Education for a process called verification. During this process, the Office of Financial Aid will be comparing information from your application with signed copies of federal tax forms, and/or other financial documents. If there are differences between your FAFSA information and your financial documents, the Office of Financial Aid may send corrections electronically, to have your application reprocessed.

#### **CALCULATION AND NOTIFICATION OF AWARDS**

The Office of Financial Aid completes the financial aid award once it determines the student's financial need. The college notifies the student when an award letter is ready for student confirmation. The award letter indicates the various types of aid the student is eligible to receive. Students must view the award letter online and indicate whether they accept or decline each type of financial aid. Therefore, it is important for students to review the information carefully to understand the exact amount and type of financial aid offered.

Financial aid awards are made only to students who have been accepted for admission to Emmanuel College or are enrolled at the time of application. The requirement of “full-time” status to qualify for most aid sources is twelve (12) semester hours, with “half-time” requiring six (6) semester hours. Only the first thirty (30) attempted hours of non-degree credit course work, primarily Developmental Studies, will be allowed in determining Pell Grant eligibility.

Generally, most awards are made on an academic year basis (two semesters). Award payments are made to the student’s account in two equal installments during the year; one in fall semester and one in the spring semester. An exception to this process is the earnings from the Federal Work-Study program which are disbursed to students at the close of each month for actual hours worked.

Financial aid is typically “packaged.” Therefore, most awards are a combination of scholarships, loans, and work-study determined by the eligibility of the student and the availability of funds. Financial aid will be used for the payment of tuition, room, board, lab fees, instructional supplies, materials, and books.

Any financial aid a student receives or expects to receive from a confirmed source other than Emmanuel College must be reported to the Office of Financial Aid. This includes scholarships, grants, and loans. This reporting is required by federal law and may result in recalculation of eligibility which could result in reduction, cancellations, or repayment of need-based aid, such as Federal Subsidized Stafford Loans and Federal Work-Study.

### **SATISFACTORY ACADEMIC PROGRESS**

Satisfactory Academic Progress is the minimum academic requirement for a student to receive federal, state, and institutional financial aid. Some financial aid programs have requirements that are more rigorous.

The Office of Financial Aid determines Satisfactory Academic Progress by evaluating the cumulative grade point average (GPA) and credit hours attempted.

CREDIT HOURS ATTEMPTED	CUMULATIVE GPA REQUIRED
0 – 29.9	1.60
30 – 59.9	1.75
60 and above	2.00

The following grades are used in computing a cumulative GPA: A, B, C, D and F. Also, course repeats could impact the cumulative GPA.

In addition to maintaining the above GPA requirements, the student must successfully complete at least 75% of all hours attempted. The following grades are used in computing the percentage of course work completed: A, B, C, D and F. The following grades will not be used in computing the percentage of course work completed: CS, W, and I.

A continuing status, designated by a “CS,” requires that the student re-enroll the following semester. GPA and hours earned will be determined by the performance in that following semester. “CS” indicates performance has not reached the level required for completing the course. It is limited to developmental courses, which carry institutional credit only.

There are no limits on the number of developmental courses in which a student may enroll. Non-credit developmental courses are not offered. Developmental courses do not count toward the successful number of hours passed for graduation requirements.

A withdrawal, designated by a “W,” will not affect the CGPA or quantitative standard. A “W” removes the student from the class along with the hours attempted. It is only available until one week after mid-term.

An incomplete course, designated by an “I,” will not affect the CGPA or the quantitative standard, although it may cause a student to remain on academic probation from a previous semester. Incompletes must be completed within the specified time period. If a course with an “I” is not completed within the specified time period, the incomplete will be changed to a grade of “F.” The failing grade will affect both the qualitative and quantitative standards. Once an incomplete is changed to a letter grade, it will be calculated into the CGPA at the next evaluation checkpoint.

The maximum time frame in which a full-time student is eligible for financial aid while completing a bachelor's degree is six years or twelve semesters. The maximum time frame in which a full-time student is eligible for financial aid while completing an associate's degree is three years or six semesters.

Any transfer courses that have been accepted by Emmanuel College will affect both the qualitative and quantitative standards.

The Office of Financial Aid conducts the SAP assessment at the conclusion of each spring semester. The college places a student who does not meet the minimum requirements for SAP on financial aid suspension beginning the fall semester of the next academic year. Students who are attending summer school prior to the ineligibility period will still be allowed to receive financial aid. The student is ineligible to regain financial aid until the student achieves SAP. This means that the student will have to bear the full cost of their education without financial aid until the student achieves SAP.

The evaluation period includes the summer semester and the following fall and spring semesters.

The student may appeal a loss of financial aid by writing to the Director of Financial Aid for the Financial Aid Appeals Committee to consider cases of extreme and/or unusual circumstances.

Financial aid may be reinstated when the student meets the required cumulative GPA and/or when the student successfully completes at least 75% of all hours attempted. Students are encouraged to meet with the Registrar and/or Academic Advisor to ensure that proper action is being taken to regain eligibility. Once eligibility has been regained, the student should contact the Office of Financial Aid.

## **FEDERAL AID PROGRAMS**

### **FEDERAL AID ELIGIBILITY**

Students must meet the following criteria to be eligible for Federal (Title IV) student aid programs:

1. Have financial need, except for some loan programs.
2. Have a high school diploma or GED certificate.

3. Be enrolled or accepted as a degree-seeking student.
4. Be a U.S. citizen or eligible non-citizen.
5. Have a valid Social Security Number.
6. Make Satisfactory Academic Progress.
7. Sign a statement on the FAFSA certifying that the student will use federal student aid only for educational purposes and that the student is not in default on a federal student loan and does not owe any money on a federal student grant.

### **FEDERAL PELL GRANT**

The Federal Pell Grant is awarded to undergraduate students who have not earned a bachelor's or a professional degree. The current 2008-2009 award amount ranges from \$262 to \$2,366 per semester or \$523 to \$4,731 per year. The amount of the award is based on the cost of attendance, the EFC, enrollment status (full-time or part-time) and the number of semesters attended in the academic year. Students do not have to repay a Federal Pell Grant.

### **FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (SEOG)**

The Federal Supplemental Educational Opportunity Grant (FSEOG) is for undergraduates with exceptional financial need. Pell Grant recipients with "00000" EFCs will be the first to get FSEOG. The award ranges from \$250 to \$500 per semester or \$500 to \$1,000 per year. The amount of the award is based on the EFC and enrollment status (full-time or part-time). Like the Pell Grant, students do not have to repay SEOG.

### **ACADEMIC COMPETITIVENESS GRANT (ACG)**

The Academic Competitiveness Grant (ACG) is for undergraduate students receiving the Pell Grant in their first or second academic year of study. Eligible freshmen having graduated from high school after January 1, 2006 from a specific rigorous program of study and not previously enrolled in college are to receive up to \$375 per semester or \$750 per year. Eligible sophomores having graduated from high school after January 1, 2005 from a specific rigorous program of study and have at least a 3.0 cumulative are to receive up to \$650 per semester or \$1,300 per year. Like the Pell Grant, students do not have to repay ACG.

### **NATIONAL SMART GRANT**

The National Smart Grant is for undergraduate student receiving Pell Grants who are U.S. citizens enrolled full-time in their third or fourth academic year majoring in an eligible degree program: physical, life, or computer sciences, engineering technology, mathematics or a critical need foreign language and have at least a 3.0 cumulative GPA. Eligible recipients are to receive up to \$2,000 per semester or \$4,000 per year. Like the Pell Grant, students do not have to repay the National Smart Grant.

### **WORK-STUDY PROGRAMS**

Federal Work-Study (FWS) - Eligibility for this federally subsidized program based on established financial need (FAFSA). Students are assigned employment on campus according to need, skills, and college requirements. Assigned work is scheduled not to interfere with class.

Institutional Work-Study (IWS) - A limited number of positions on campus are available to students without regard to need. Various offices require student assistance for availability at different hours of work and with special skills.

### **FEDERAL FAMILY EDUCATION LOAN PROGRAM**

#### **SUBSIDIZED STAFFORD LOAN**

The subsidized loan is a low interest student loan, funded by a private lender and awarded on the basis of financial need. The federal government does not charge interest on subsidized loans while borrowers are enrolled at an eligible school at least half time. The federal government pays the interest to the lender until the borrower begins repayment. The Office of Financial Aid awards subsidized loans based on financial need. The maximum amount a student may borrow in any single year as a subsidized loan is equal to the cost of attendance minus the sum of all forms of financial aid already awarded minus the EFC, not to exceed the limits outlined below. Once the borrower begins repayment of the loan, interest charges will start accruing.

#### **UNSUBSIDIZED STAFFORD LOAN**

The unsubsidized loan is a low interest loan for students who do not meet the financial need criteria for a subsidized loan. The Office of Financial Aid may award

unsubsidized loans based on the cost of attendance. The federal government does not make interest payments for the borrower. The borrower is responsible for all interest charges on the loan, which is funded by a private lender. The lender charges interest to the borrower from the time the lender disburses the loan until the student pays it in full. The maximum a student may borrow in a single year is equal to the cost of attendance minus the sum of all forms of financial aid already awarded, not to exceed the limits outlined below.

### **STAFFORD LOAN AMOUNTS AND LIMITS**

Eligible students enrolled at least half-time may qualify for a Federal Stafford Loan. Dependent students, as determined by the FAFSA, can borrow up to \$3,500 per year as a freshman, \$4,500 per year as a sophomore and \$5,500 per year as a junior or senior. The cumulative maximum for dependent students is \$23,000. The maximum amount independent students, or dependent students whose parents are not eligible for a PLUS loan, can borrow is \$7,500 (up to \$3,500 of this may be subsidized) per year for freshmen, \$8,500 (up to \$4,500 of this may be subsidized) for sophomores, and \$10,500 (up to \$5,500 of this may be subsidized) for juniors and seniors. The cumulative maximum for independent students or dependent students whose parents are not eligible for a PLUS Loan is \$46,000 (up to \$23,000 of this may be subsidized). The interest rate is up to 6.8%. Repayment begins six months after a student graduates, withdraws, or drops below half time enrollment. The processing fee for Stafford loans is up to 4%, depending on the lender.

### **FEDERAL PLUS (PARENT) LOAN**

A parent of a dependent student enrolled at least half-time is eligible to apply for a PLUS loan. The parent applying for the loan must also be a citizen or resident of the United States, pass a credit check, and not be in default or owe a refund to any student financial assistance program. Repayment begins within 60 days after the lender disburses the final portion of the loan. The yearly limit on a PLUS loan is equal to the cost of attendance minus the sum of all other forms of financial aid already awarded. The interest rate is a fixed rate of 8.5% and begins to accrue as soon as the lender disburses the loan. The processing fee is up to 4%, depending on the lender.



## **STATE OF GEORGIA STUDENT AID PROGRAMS**

### **GEORGIA TUITION EQUALIZATION GRANT (GTEG)**

The Georgia Tuition Equalization Grant (GTEG) program provides grants to eligible Georgia residents who attend an approved private college in Georgia. Students must be U.S. citizens or classified as permanent resident aliens, as well as legal residents of Georgia, as defined by the Georgia Student Finance Authority, for a minimum of twelve consecutive months immediately preceding enrollment. Students must enroll full time in an undergraduate program. Certain other conditions apply. The 2007-2008 award amount is \$550.00 per semester. (This amount may change for the 2008-2009 academic year.) Students receiving the GTEG for full-time attendance must remain full-time (enrolled for a minimum of 12 credit hours per semester) during the two weeks after the drop/add period for each semester. GTEG funding discontinues after 127 attempted credit hours.

### **HOPE SCHOLARSHIP**

The Helping Outstanding Pupils Educationally (HOPE) Scholarship program provides scholarships to eligible Georgia residents who attend an approved college or university in Georgia. Students must be U.S. citizens or eligible non-citizen for Title IV funds, be a 1996 or later graduate of an eligible high school with a "B" average in the core curriculum, and meet HOPE's Georgia residency requirement. Certain other conditions apply. The award amount is \$1,500 per semester for full-time attendance. For students attending part-time for a semester (less than twelve credit hours and greater than or equal to six credit hours), the award amount is \$750 per semester. However, HOPE funding discontinues after 127 attempted credit hours. Students who will be receiving the HOPE Scholarship for full-time attendance must be full-time (enrolled for a minimum of 12 credit hours per semester) during the two weeks after the drop/add period for each semester. Students receiving the HOPE Scholarship for part time attendance must be enrolled at least half-time (enrolled for a total of at least 6 credit hours per semester) during the two weeks after the drop/add period for each semester.

## **INSTITUTIONAL SCHOLARSHIPS**

Institutional scholarships in combination with other scholarships and/or grants cannot exceed institutional charges and may be reduced.

### **ACADEMIC SCHOLARSHIPS**

This scholarship is awarded to qualifying full-time students. The award is \$1,500 per semester or \$3,000 per year. These highly competitive awards are based solely on SAT/ACT scores and high school academic performance. These scholarships are renewable each year (up to four years) provided the recipient maintains a 3.5 cumulative average.

### **ACHIEVER SCHOLARSHIPS**

This scholarship is awarded to qualifying full-time students based on academic, extracurricular, and church involvement. The award is \$500 per semester or \$1,000 per year. These scholarships are renewable each year (up to four years) provided the recipient maintains a 3.0 cumulative average.

### **ATHLETIC SCHOLARSHIPS**

The college coaches, through the athletic director, award a limited number of scholarships to student athletes in women's intercollegiate basketball, soccer, softball and tennis; and in men's intercollegiate basketball, baseball, soccer and tennis. Inquiries and awards are handled by the athletic director.

### **CHURCH MATCHING SCHOLARSHIP**

Through this scholarship the college provides a matching scholarship of \$500 per year to each student who receives a \$500 contribution from his/her local church of any denomination. Participation in the program is renewable up to four years. Recipients must enroll as full-time students and must regularly attend his/her local church. Students must maintain a 2.5 cumulative GPA for all coursework attempted. Students must notify their local church and provide the Office of Financial Aid with the church's current e-mail and postal addresses. The Church portion of the scholarship must be mailed by May 15 for students attending both the fall and spring semesters. For students attending the spring semester only, the church should mail their matching check of \$250 by November 1. The contribution must be at least \$500. While larger contributions to a student's account are welcomed and encouraged, only the first \$500 will be

matched. Contributions of less than \$500 will not be matched. (Exception: If the student is attending only one semester of the academic year, the college will match a \$250 contribution.) Contributions received after the deadline may not be full matched. Dependent children of full-time International Pentecostal Holiness Church (IPHC) or Congregational Holiness Church (CHC) pastors are excluded from the matching scholarship since they are eligible to receive the IPCH/CHC Ministerial Scholarship.

#### **IPHC/CHC MINISTERIAL SCHOLARSHIP**

Through this scholarship the college provides financial assistance to full-time students who are dependents of International Pentecostal Holiness Church (IPHC) Or Congregational Holiness Church (CHC), according to the following categories: a) pastor/full-time associate pastor, b) missionary, c) full-time evangelist, d) full-time conference or general official. The award is \$500 per semester or \$1,000 per year. These scholarships are renewable each year (up to four years) provided the recipient maintains scholarship criteria.

A student cannot receive both the Church Matching Scholarship and the IPHC/CHC Ministerial Scholarships, they are mutually exclusive.

#### **FOUNDER'S SCHOLARSHIP**

This scholarship is granted to new incoming full-time students from the International Pentecostal Holiness Church (IPHC) or Congregational Holiness Church (CHC) denomination. The award may be up to \$1,250 per semester or \$2,500 per year. It is renewable for each year of attendance (up to four years) provided the recipient maintains a 2.0 cumulative average. Students must submit a letter certifying their record of attendance from their local pastor.

#### **IPHC TALENT QUEST SCHOLARSHIP (TEEN TALENT, BIBLE QUEST AND ROYAL RANGERS)**

Students who participate in International Pentecostal Holiness Church Talent Quest competitions are awarded scholarships for first place conference and national wins. Conference level scholarships are \$150 per semester and \$300 per year for each win. National level scholarships (which include the conference win) are \$1400 for each win. National scholarships are usually divided over a four year period; \$175 per semester and \$350 per year.

#### **FAMILY DISCOUNT**

This discount is available to dependent siblings, parents of dependent students, or married couples. Each must be enrolled simultaneously as a full-time student at Emmanuel College. The discount is \$300 per semester or \$600 per year for each student. Joint enrolled students are not eligible to receive this scholarship.

#### **SENIOR CITIZEN DISCOUNT**

This discount is available to students who are 65 years of age or older. A hundred percent (100%) discount is awarded toward tuition.

#### **PROFESSIONAL ADULTS CONTINUING EDUCATION (PACE) DISCOUNT**

This discount is granted to working adults who are least twenty-five years of age and enrolled part-time in night classes. A twenty percent (20%) discount is awarded toward tuition.

#### **MUSIC SCHOLARSHIPS**

The Music Department offers several scholarships to music majors who demonstrate excellence in musical abilities and show outstanding promise. Scholarships are awarded on the basis of auditions, interviews and scholastic achievement.

#### **OTHER INSTITUTIONAL AID**

Emmanuel College has over 80 institutional scholarships. Descriptions of these are available online at [www.ec.edu/FinancialAid/Endowed\\_Scholarships.asp](http://www.ec.edu/FinancialAid/Endowed_Scholarships.asp). Not all of these scholarships are available to award each year.

#### **OTHER SOURCES OF FINANCIAL AID**

Numerous types of student financial aid are available through public agencies, local industries, civic organizations, church groups and special interest groups. Students should explore these sources of financial assistance by contacting these agencies directly. Often, help is as close as the local library which has listings of such help. The school counselor is a great source for local assistance. Many employers, such as Wal-Mart and Chick-fil-A participate in scholarship programs.

**BENEFITS THROUGH THE  
VETERANS ADMINISTRATION**

Emmanuel College is approved for the training of veterans and other eligible persons under the various educational benefits programs offered by the Veterans Administration. Students having questions concerning their eligibility for these programs may contact the Registrar's Office at Emmanuel College or the Regional Office of the Veterans Administration in Atlanta, Georgia.

## VII. STUDENT LIFE

### MISSION

“Student Life furthers the learning process by providing co-curricular experiences to enable the holistic development of students. Together with students, faculty, and staff we seek to challenge and support one another in the pursuit of mature relationships with God, self, and others.”

At Emmanuel College, opportunities for growth and learning extend beyond the classroom. The entire college experience provides students with valuable opportunities for personal, social, and spiritual growth. It is the intention of the institution to assist students in their personal development and to encourage lifestyles that exhibit responsible living in relation to God, other individuals, and the community at large.

Though it is experienced as a whole, life at Emmanuel can be described as falling into a number of categories. These include community life, residence life, academic pursuits, and spiritual growth experiences. Various programs and services provided by the College help to combine these into a total growth experience. The following section provides a brief description of these areas of student life. A more detailed description is presented in the Student Handbook.

### COMMUNITY LIFE

The student body, the faculty, and staff members of the College comprise a community of believers who must cooperate with and care for one another. It is in this context that students develop responsible behavior patterns which indicate deepening levels of growth and maturity. Building relationships, scheduling one’s time, faithfully executing one’s duties, completing work assignments—these and much more are all a part of the life of a student.

Since all students who enroll do not bring the same level of maturity to the college experience, regulations have been developed to clearly stipulate the standards of conduct expected by the institution. Emmanuel College endeavors to promote and maintain social and ethical standards that are consistent with the highest Christian

values. The Community Life section of the Student Handbook along with other policies set forth the essence of responsible Christian living. By signing the application for admission, each student commits himself/herself to abide by the regulations of the College and support the Christian ideals to which the College is committed.

### STUDENT HONOR SYSTEM

At Emmanuel College, an important part of student life is the honor system. This system is based upon the assumption that the fundamental principle of honesty pervades all aspects of student life. It creates a campus-wide atmosphere of trust not only from all persons attending Emmanuel College pledging not to lie, cheat, or steal, but also from mutual respect of the system by the faculty, the administration, and the student body. Students found guilty of a breach of the honor system or Lifestyle Standards may be suspended from the College. Detailed information about the Academic Honor Code can be found in the Student Handbook.

### GENERAL RULES

Practices which are known to be morally wrong by Biblical teachings are not acceptable for members of the Emmanuel College community. Included are specifics such as drunkenness, stealing, the use of slanderous or profane language, cheating, dishonesty, occult practices, and sexual sins such as premarital sex, adultery, and homosexual behavior.

The College also recognizes that, while the Scriptures do not provide specific teaching regarding all social practices, they do advocate self-restraint in that which is harmful or is offensive to others. Consequently, the College has chosen to adopt certain rules which will contribute to an environment which is appropriate to its objectives and goals and requires students to refrain from gambling, and the purchase, possession or use of alcoholic beverages, tobacco products, and illegal drugs. Abusive use of legal drugs is also prohibited.

All of the above apply to all students enrolled at Emmanuel College whether they are on or off the campus.

Students involved in violations of the student conduct code will be subject to disciplinary action including possible suspension or expulsion from the college. The College reserves the right to establish additional policies and regulations as needed and to interpret existing policies and regulations.

### **CLUBS AND ORGANIZATIONS**

Numerous student clubs, organizations and committees provide opportunities for involvement in a broad range of student interest areas. These include community service, ministry, music, drama, social events, academic honor organizations, and Student Government. Some organizations are open to all students while others require stated qualifications for membership. A complete listing of clubs and organizations is included in the Student Handbook.

### **SPECIAL EVENTS**

The college hosts a number of events each year which are attended by people from across the United States. These events feature prominent individuals whose presentations from their various areas of expertise contribute a valuable dimension to the student's experience. Annual events include Alpha Weekend, New Beginnings Weekend and SEND Missions Conference. Other special events include the Spring Formal, at which Miss Emmanuel is crowned, RESFEST, The Dirty Pig Feast, special banquets and a variety of musical and fine arts concerts.

### **ATHLETICS**

Emmanuel College provides opportunities for men and women in athletics through intercollegiate basketball, baseball, soccer, tennis and softball. A well-organized and competitive intramural program is also available. The intercollegiate teams compete in the National Christian College Athletic Association and the National Association of Intercollegiate Athletics. All students can sign up for the intramural draft in the fall. Students are drafted by one of several intramural teams and may then participate in any of the variety of sports which make up the intramural program during the year.

### **SPIRITUAL LIFE**

Emmanuel College is a private, church-sponsored institution with clearly stated spiritual goals with which every student who enrolls should be acquainted. Working in an evangelical Christian context, the College places

great importance on assisting students in the development of personal relationships with God. The priority given to spiritual growth and understanding is reflected in the numerous religious activities and programs sponsored by the College throughout the year.

### **CONVOCATION AND CHAPEL ATTENDANCE**

Spiritual life at Emmanuel College is an integral part of the overall mission of the institution. Therefore, required attendance has been established for all full-time students. The policies pertaining to Convocation and Chapel attendance is included in the Emmanuel College Student Handbook.

### **CHURCH ATTENDANCE**

All resident students are required to attend Sunday services. Attendance is monitored by the resident assistants. The Student Handbook relays further details concerning Convocation, Chapel, and Church attendance.

### **RESIDENCE LIFE**

The College philosophy of residence hall living can be succinctly stated as follows: The residence hall is a place that will add to the quality of life of the student, a place where ideas are sharpened, goals are focused, and personal identity in Jesus Christ is solidified. Developing and strengthening relationships is a key aspect of residence hall living as friendships are forged that will last a lifetime.

The College maintains specific housing criteria that students must adhere to. Students under a certain age are required to live in college housing except those living at home with parents or spouses (see Student Handbook for specific age requirement). Exceptions are made on a case by case basis and must be cleared through the Director of Campus Life in advance. Students should reference the Student Handbook concerning College Housing and Off-Campus Living.

### **ACCOMMODATIONS**

Each year a student must complete a Housing Request Form, available through the Office of Residence Life. In addition to the Housing Request Form, an annual deposit of \$150 will be required at the time the form is submitted. Returning students will complete the form on a date determined by the director of residence life in the spring semester prior to the new school year. New/transfer students will complete this form and submit

it to the Admissions Office by July 1. Deposits are non-refundable after July 1 for new/transfer students and June 1 for returning students. Returning students are defined as students who were enrolled full-time the preceding academic term (excluding summer school).

Special housing requests will be considered but cannot be guaranteed.

College housing is double occupancy unless space allows. In any residence hall a student who occupies a room alone, at his/her request, will pay one and one-half times the regular room charges.

### **FACILITIES**

Laundry facilities as well as a variety of vending machines are located throughout the campus in residence halls. Other facilities include lounges, prayer rooms, lobbies, and kitchens. Telephone service is available in each residence hall.

### **COUNSELING & CAREER SERVICES**

Counseling services are available regarding any area of personal concern including social, premarital, family, emotional, spiritual, physical, academic, and career planning areas. In addition, programs are held during the academic year on various topics that typically reflect areas of student need. Career services supports students in the areas of building resumes, exploring career options, developing pre-employment skills, securing internships, and applying to graduate schools.

### **CAMPUS SAFETY**

The institution takes significant steps to provide a healthy, safe, and secure environment. Emmanuel has an extensive Health and Safety Plan to address major health and safety issues for students, employees, and visitors. To insure that all personnel evacuate to safe locations in the case of an emergency, all buildings have posted evacuation plans.

Emmanuel College is located in a small, rural setting in Northeast Georgia, which has a very low occurrence of crime. Furthermore, local law enforcement, fire and EMS facilities are adjacent to the campus. A hospital with an Emergency Room and air evacuation capabilities is located less than two miles from campus. Campus safety personnel monitor the security of campus buildings and parking areas. The combination of campus curfews and

the lock-down of all buildings after curfew provides additional student security.

### **FOOD SERVICES**

Plans include:

20-meal plan–full board	Freshmen 0-29 hrs.
14-meal plan–14 of 20	Sophomore 30-59 hrs.
10-meal plan–10 of 20	Juniors 60-89 hrs.

Seniors (90+ hrs.) have the option to choose one of the above if so desired.

All students (Freshmen, Sophomores, and Juniors) living in college residence halls are required to purchase a 10-, 14-, or 20-meal plan. Off-Campus students and students in college apartments or houses may purchase any meal plan. Students may choose any plan above their class requirement. The student ID card is required to eat in the Emmanuel College dining hall.

### **HEALTH AWARENESS AND ASSISTANCE**

Students enrolled full-time are covered by a student accident and health insurance policy. The premium for this insurance is included in the cost of tuition. This student accident and health insurance coverage may be waived if a student has other insurance and completes an Insurance Waiver Form. The Insurance Waiver Form requires a student to show proof of accident and health insurance. If an Insurance Waiver Form is properly completed and submitted to the Business Office by the end of drop/add for a semester, the premium for that semester will be credited to the student's account.

**Waiver forms must be submitted by the end of drop-add of each semester in order for the cost of the insurance to be credited to the student's account.**

Several physicians and a hospital are available in Royston, approximately two miles from the campus and contact information is posted in numerous locations around campus. Students also have access to medicine vending machines located at different locations on campus.

## VIII. PROGRAMS OF STUDY

### PURPOSE OF THE LIBERAL ARTS CORE

As a Christian liberal arts college, Emmanuel provides educational opportunities that go beyond job training in marketable skills for employment. Studying liberal arts is not synonymous with career preparation. The liberal arts core is designed to help develop the person as a holistic individual in society. It seeks to help the student make a life and not just a living. A person's career may change, but a liberal arts education can be of enduring value. It is in this sense that a liberal arts education, while not being a form of job training, is highly valuable for career preparation.

Course work and educational experiences in Emmanuel College's liberal arts core fall into five areas. These five components are not to be viewed merely as five different subject areas, but as five dimensions of a process which is spread out over the student's baccalaureate program and which initiates lifelong learning. Growth in the five areas is not always easily measured. Yet, it is a basic assumption that measurable progress in the five areas are useful indicators of positive outcomes for the student as an educated person.

The following is a statement of the fivefold purpose of the liberal arts core and the rationale for various courses required in that core. Within the liberal arts core are twelve educational goals that can serve as ideal marks of a person who has been educated at Emmanuel College. The number of the goal does not represent the order of its being attained. Many of the goals, such as Goal Eight, are being achieved in more than one of the five areas.

#### **AREA ONE: DEVELOPING PERSONAL SKILLS**

Although personal skills are nurtured through a variety of courses taken throughout the baccalaureate program, certain skills are targeted in specific academic courses.

Communication Skills. GOAL ONE: An educated person has competence to communicate effectively through writing, speaking, reading and listening. Two courses in English provide the foundation every college student

needs to write clearly and effectively, conduct and present research, and develop critical thinking skills. A course in communication helps the student develop oral communication competencies essential to effective functioning in today's society.

Mathematical Reasoning. GOAL TWO: An educated person has computational skills necessary for effective functioning in contemporary society. Courses in math also help the student achieve the related ability to think critically.

Physical Wellness. GOAL THREE: An educated person understands how physical fitness is needed for work and leisure activity and has knowledge of the basics necessary for health and fitness for the present and future. Courses in physical education also help the student achieve an understanding of the appropriate balance between work and leisure.

#### **AREA TWO: UNDERSTANDING CULTURAL AND PHILOSOPHICAL FOUNDATIONS**

GOAL FOUR: An educated person has knowledge of civilization through the study of various traditions, history, religion, government, social institutions, and world cultures. This multicultural goal recognizes the fact of cultural diversity in human history as well as in contemporary society. A liberal arts education opens the possibility of appreciating other cultures and underscores an obligation to share in the universal task of empowering others with human rights and dignity, regardless of ethnic or religious identity.

The fact of diversity does not diminish the value of a student's choice of exploring the intellectual, moral, religious or artistic legacy of his/her own national, ethnic, religious, or family tradition. The task of self-understanding and self-criticism requires a student to examine his/her philosophical tradition and to assess its strengths and weaknesses. Emmanuel's liberal arts core includes an examination of the Judeo-Christian heritage and Biblical values with a view toward appreciating its

contribution to civilization in the past as well as examining its relevance to the contemporary world. The student is invited to explore various elements of a Christian world-view that are foundational for Christian personal and social morality.

Biblical Foundations. GOAL FIVE: An educated person is aware of key aspects of Biblical history and literature since the Bible constitutes a significant cornerstone in Western spiritual, intellectual and literary traditions. Two courses taken by the student in Bible survey and interpretation help provide knowledge of Biblical history and literature, along with an understanding of how biblical literature can be correctly interpreted. A course in the Gospel of John presents the life and teachings of Jesus as well as providing further opportunity to reinforce various interpretive methods for reading and interpreting Biblical literature.

Theological and Philosophical Foundations. GOAL SIX: An educated person has the ability to think critically about important matters, particularly about those fundamental issues related to individual and societal moral decision-making within a contemporary world of pluralism and relativism. The student is required to take a course in the area of ethics which, in addition to other important goals, gives attention to GOAL SEVEN: An educated person has a knowledge of the basic Biblical principles of responsible relationships and for establishing and maintaining a home.

Individual and Social Dimensions of Culture. Emmanuel students are required to take one course in history which helps provide a framework to investigate ideas, concepts, and trends which have characterized the collective experience and expression of mankind through the ages. One course is to be elected from the areas of political science, psychology, sociology, economics, or geography. Understanding the larger system of which each individual or group is a part reveals the shaping influences upon an individual.

**AREA THREE:  
APPRECIATING ARTISTIC AND  
LITERARY DIMENSIONS OF CULTURE**

GOAL EIGHT: An educated person has an acquaintance with the arts and a knowledge of significant literary works. Every Emmanuel student must take a course in

literature in which he/she might discover more fully the existence of and value of non-material realities through reading and interacting with works of fiction, poetry, and drama. Also, a course is to be chosen from the areas of art/music appreciation, philosophy, and foreign language. Musical, visual, and literary arts provide access to realms of creativity, imagination, and feeling that explore and enlarge the meaning of life. In addition to the academic courses, Emmanuel students are required to participate in the Cultural Awareness Program consisting of a minimum of twelve (12) approved CAP Events available through lectures, art exhibits, and musical performances.

**AREA FOUR:  
UNDERSTANDING THE NATURAL WORLD**

GOAL NINE: An educated person has an understanding of the scientific method and the findings of scientific inquiry. The courses required in science within the liberal arts core provide a way of looking at man and the world through seeing natural phenomena within the context of a theistic universe. Scientific literacy contributes toward critical thinking, provides a tool to interpret reality, helps motivate intellectual curiosity about the universe as well as helping to understand the role of technology in society.

**AREA FIVE:  
INTEGRATING A PERSONAL  
LIBERAL ARTS PERSPECTIVE**

Through the process of taking courses in the liberal arts core at Emmanuel, a student is presented opportunities to see a variety of ideas and issues from different perspectives. The interaction between old and new ideas presents opportunities for a student to synthesize thinking at a new level for understanding the world. While a student explores a variety of ideas and is not required to espouse any of them, there is an emphasis at Emmanuel on the fact that Christian faith touches the entire range of life and learning to which a liberal arts education exposes a student.

The encompassing nature of a Christian world-view calls upon a student to integrate Christian faith and learning. This integration is not to be seen as the achievement of a single course but is an intellectual activity that will continue as long as a person continues



to learn. Through various experiences, including hearing certain ideas in chapel services, the student is encouraged to see that integration of faith and learning is not simply an intellectual process but includes every dimension of a person's life and character.

**GOAL TEN:** An educated person has a knowledge of his/her own personal qualities, goals, and creativeness, and the forces which have shaped these. Although no single course or experience at Emmanuel specifically seeks to complete the process of integrating faith and learning, the Senior Seminar is a capstone course which provides a forum for a student to reflect upon experiences which have or have not contributed to such integration. Hopefully, through the projects of self-reflection in the Senior Seminar, the student will be able to observe personal progress toward additional educational goals.

**GOAL ELEVEN:** An educated person seeks personal discipline and maintains an appropriate balance between work and leisure as a productive member of society.

**GOAL TWELVE:** An educated person has a commitment to lifelong learning.

## **LIBERAL ARTS CORE LEARNING OBJECTIVES**

Upon completion of the liberal arts core program, students should know and be able to do the following.

### **I. Developing Personal Skills**

#### Communication Skills

**Composition:** Write essays which contain focused thesis statements, logical organization, coherent and specific support, appropriate consideration of purpose, evidence of audience awareness, effective word choice, grammatical correctness, and academically suitable research which is properly documented.

**Speech:** Competently prepare and deliver oral presentations on assigned topics using a variety of speech styles, using appropriate language and delivery techniques, using correct speech components, and incorporating visual aids and technology in a credible manner adapted to a target audience.

#### Mathematical Reasoning

- Apply basic algebraic and geometric skills to solving problems.
- Interpret supporting information and data for a position/argument and recognize any errors.
- Make a logical argument.

#### Physical Wellness

- Articulate the impact of physical fitness on study, work, and leisure activities.
- Explain an appropriate balance between study, work, and leisure activities.
- Possess the knowledge and skills to maintain a healthy life-style.

## **II. Understanding Cultural and Philosophical Foundations**

#### Biblical, Theological, and Philosophical Foundations

- Demonstrate a knowledge of the major theological, historical, multicultural, and spiritual formation themes of the Bible.
- Demonstrate a knowledge of the life, teachings, and significance of Jesus Christ for global civilization, Christian community, and personal living.
- Demonstrate an ability to use Biblical texts and Christian tradition in integrating faith and learning by explaining how one's chosen discipline of study and way of life addresses contemporary culture with basic philosophical questions.
- Demonstrate a knowledge of the foundational role that different ideas/beliefs play in defining one's personal worldview and in shaping one's behavior, life and human cultures.

#### Individual and Social Dimensions of Culture

**History:** Demonstrate through written or oral presentations knowledge of the origin and development of American or Western social, economic, political, and/or religious institutions. AND

**Political Science:** Demonstrate a communicable knowledge of the development of the history of America, its past and present political structures and functions, and its grounding in the Constitution. OR

**Psychology:** Demonstrate a communicable knowledge of the bio-psychosocial processes of a person within a cultural context and the adaptive processes which describe personality, learning, mental and emotional functioning, mental health, and socialization. OR

**Sociology:** Define and apply to specific social groups and institutions the following elements: culture, socialization, groups and organizations, deviance and social control, stratification, social change, and the major theoretical models for micro and macro behavior. OR

**Economics:** Demonstrate a communicable knowledge of free market economic systems, including a basic knowledge of economic principles and analysis, markets, economic theory and policy, and economic structures. OR

**Geography:** Demonstrate a communicable knowledge of the global patterns of population distribution, world resources, cultural diversities, and economic management processes.

### III. Appreciating Artistic and Literary Dimensions of Culture

**Literature:** Demonstrates knowledge of key terms in a variety of genres (fiction, poetry, and drama) and an ability to interpret literature. AND

#### Art/Music Appreciation:

- Demonstrate a knowledge of important artists and composers, works, and meanings of music and visual art forms.
- Demonstrate a basic knowledge of interacting form, content, and message of art and music, using objective, trans-cultural principles
- Demonstrate a knowledge of the influence of Christianity on historical/philosophical movements in art and music. OR

#### Philosophy:

- Demonstrate a knowledge of selected influential philosophers, philosophies of life, and enduring questions of philosophy that have dominated the history of ideas in the West.
- Demonstrate an ability to do critical and reflective thinking by engaging the elements of logical reasoning in identifying and evaluating basic philosophical assumptions by which people live.
- Demonstrate a knowledge of representative issues arising out of the tensions of faith and reason, particularly the issue of God's existence and how it may or may not function in a worldview. OR

#### Theater Appreciation:

- Demonstrate a basic knowledge of the art and craft of the theatre, its literature, and various elements of its production
- Demonstrate a knowledge of important playwrights, major works, and their impact on society.

- Demonstrate a knowledge of the influence of Christianity on dramatic literature. OR

#### Foreign Language:

- Demonstrate a fundamental knowledge of the culture of the countries represented by the chosen language of study.
- Demonstrate comprehension, interpretation, and expression of oneself on a basic level, using the written and spoken word of the chosen language of study.
- Demonstrate a knowledge of the influence of Christianity on the culture represented by the chosen language of study.

### IV. Understanding the Natural World

#### Science:

- Explain the laws of natural phenomena within the context of a theistic universe.
- Apply principles and concepts of science to explain various phenomena.
- Demonstrate knowledge of the use of inductive and deductive strategies that involve scientific investigation, interpretation of findings, and communication of results.
- Explain the meaning of the scientific process philosophically, distinguishing science from non-science.
- Demonstrate knowledge of the effective use of materials, equipment, mathematical tools, and technology related to scientific investigations.
- Communicate effectively using scientific language and reasoning.
- Identify emerging technologies.

### V. Integrating a Liberal Arts Perspective

- Organize a study plan and manage the demands of work/school/family/friends through improved time management skills.
- Demonstrate an understanding of sound principles of health, nutrition, and exercise choices to adequately manage personal health for optimum academic success.
- Demonstrate academic skills in reading, note taking, listening, test taking, and questioning.
- Define Christian spiritual formation.
- Integrate biblical faith and learning.

- Articulate a philosophy of Christian liberal arts education.
- Articulate and analyze one’s own personal world view.

### LIBERAL ARTS CORE

Students in all bachelor degree programs are required to take the following comprehensive group of courses designed to assist them in achieving the learning outcomes described above. These courses are also designed to open new dimensions of learning and personal growth. The core curriculum is foundational for all bachelor degrees. Its broad range of developmental and cultural experiences helps empower the student both to understand and live in the world.

#### I. DEVELOPING PERSONAL SKILLS

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Mathematical Reasoning

Mathematics	3 hrs.
-------------	--------

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

#### II. UNDERSTANDING CULTURAL AND PHILOSOPHICAL FOUNDATIONS

##### Biblical Foundations

BI 111 (Biblical Literature & History)*	3 hrs.
BI 112 (Reading/Interpreting Biblical Literature)*	3 hrs.
BI 300 <sup>1</sup> (Gospel of John)	3 hrs.

##### Theological and Philosophical Foundations

TH 237 <sup>1</sup> (Christian Ethics)	3 hrs.
--	--------

##### Individual and Social Dimensions of Culture

History	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.

#### III. APPRECIATING ARTISTIC AND LITERARY DIMENSIONS OF CULTURE

EN 200 (Intro to Literature)	3 hrs.
Art & Music Appreciation/Philosophy/ Theater/Literature/Foreign Language	3 hrs.

##### Cultural Awareness Program

3 CAP Events for each two full-time terms

#### IV. UNDERSTANDING THE NATURAL WORLD

Science (Lab course)	4 hrs.
----------------------	--------

#### V. INTEGRATING A LIBERAL ARTS PERSPECTIVE

FS101 (Freshman Seminar)	2 hrs.
SS 400* (Senior Seminar)	1 hr.

TOTAL 44 hrs.

<sup>1</sup>These courses are not required for the associate degree.

\*SCM student will not be required to take these courses, but will take BI 140 and BI 141 to fulfill this core requirements.

**The College reserves the right to change curricula and courses prior to issuing another Catalog.**

#### ENROLLMENT REQUIREMENTS

Every student who enrolls at Emmanuel College must be enrolled in and working toward meeting the graduation requirements in one of the curricula outlined in this Catalog leading toward either the associate degree or the baccalaureate degree. Transient students and special students enrolled in a limited number of courses are excepted.

A minimum grade of “C-” must be earned in EN 101, EN 102, CM 130 and all major and minor lower- and upper-level courses in order to fulfill graduation requirements.

When the Mathematics Placement Exam (MPE) indicates that Intermediate Algebra (MA 099) is required, this course must be completed successfully (with a “C-” or better) in the first 30 hours of enrollment at Emmanuel College. Students not successfully completing MA 099 in their first 30 hours of enrollment will be placed on academic probation (See Academic Probation Policy).

All curricula include two three-hour courses in Biblical Foundations. The courses must be completed in the prescribed sequence: BI 111 then, BI 112. BI 112 will have a prerequisite of BI 111.

Transferees must meet core curriculum requirements and complete a minimum of 35 hours in order to graduate from Emmanuel College. A student who transfers as a sophomore may exempt BI 111 in consultation with his/her academic advisor and the registrar. However, BI 112 will be required as a prerequisite for BI 300 and TH 237.

School of Christian Ministries students are not eligible for this exemption.

### **ACADEMIC ADVISORS**

Every student who enrolls at Emmanuel College is assigned to a faculty member who serves as the student's academic advisor. A cumulative academic record which reflects the student's progress toward completion of a chosen curriculum is maintained in the degree audit portion of the CRIS registration system. The academic advisor assists the student in the selection of appropriate courses in the appropriate sequence. The academic advisor, who is available at any time for consultation regarding the student's academic program, meets with the student at registration time each semester and must approve the student's schedule as part of the registration process.

Ultimately, it is the student's responsibility (not the advisor's) to make sure that the student enrolls for courses in the proper sequence. Failure of the student to follow the proper sequence in no way obligates the College to make special arrangements to insure that the student completes his/her chosen program in a timely manner.

### **CURRICULA**

Emmanuel College offers a number of curricula leading to the associate degree in addition to those leading to the baccalaureate degree. The two-year curricula meets the needs of students who wish to complete only the associate degree as well as those who wish to transfer to another four-year college or university after graduation. The four-year curricula meets the needs of students who wish to complete the baccalaureate degree with a Bachelor of Arts or Bachelor of Science.

Students who choose to change from one curriculum to another will complete the degree requirements shown in the current Catalog at the time the change is made.

### **COURSE SUBSTITUTION/WAIVER**

In general, freshman-level courses should be taken before sophomore-level, sophomore-level before junior-level, and junior-level before senior-level. Students who desire a change from the normal requirements of a degree program (e.g., a substitution or a waiver) must complete and file a Course Substitution/Waiver form with the registrar, who will make the appropriate notations in the CRIS registration system. Completion of the form will require the advisor to consult with the registrar and will require the student to obtain the signatures of the advisor,

the department chair, and the vice president for academic affairs (in that order). The form must be returned to the registrar to complete the course substitution/waiver process.

### **MAJOR/MINOR CREDITS**

Courses that are required in a student's major will not meet a requirement in a student's minor. There can be no duplication of course work in a major/minor. If any of the courses are required by one's major, additional courses will need to be taken in their place in the minor. Substitution of courses in a major/minor will require the completion of a Course Substitution/Waiver form, as described previously in this catalog.

### **ON-LINE CLASS STUDENT PARTICIPATION POLICIES AND PROCEDURES**

Students who enroll in an online class at Emmanuel College must be able to access the internet on a personal computer at home, school, or work. Students should be self-motivated to learn and possess diligence and self-discipline in following through with this mode of learning.

Because of the nature of online courses, if a faculty member has any concerns that a student's work might not be his/her own, the College reserves the right to require any distance education student to take or re-take any quizzes or exams in a supervised setting. Furthermore, under such circumstances, the College reserves the right to base the entire course grade upon the results of a supervised comprehensive exam. Students refusing to take supervised quizzes/exams will be subject to administrative withdrawal from the course(s).

Attempts by any student to buy, borrow, or steal work from another individual for the purpose of submitting that work as one's own will be treated as the equivalent of actually having submitted that work and may result in failure of the assignment, failure of the course, and/or expulsion from the College.

# BIOLOGY

## PURPOSE

Upon completion of the Biology Program at Emmanuel College our majors will be well prepared for graduate school, medical school, teaching, and careers with high-tech industries.

## GOALS & OBJECTIVES

Upon completion of the Biology program, graduates should be able to demonstrate the following:

### I. Knowledge

1. Graduates will have a working knowledge of biological vocabulary
2. Graduates should be able to explain the concepts in the following six critical areas of biology in their own words: interaction and interdependence; genetic continuity and reproduction; growth, development, and differentiation; energy ; matter; and organization.
3. Graduates will be able to articulate what the scientific process means philosophically (i.e., be able to distinguish science from non-science).
4. Graduates will be able to describe the place of biology among other disciplines and the interactions between biology and society

### II. Use of technology to create knowledge

1. Graduates will know the scientific techniques of observation, measurement, sampling and analysis
2. Graduates will demonstrate a working knowledge of the various technological tools used in biological research.
3. Graduates will demonstrate an ability to use laboratory and computer technologies to gather information, analyze, and communicate findings.
4. Graduates will demonstrate a working knowledge of processes, protocols, and proper operation of instrumentation

and software that provide them with information and analyses on biological phenomena.

### III. Communication of knowledge

1. Graduate will be able to clearly articulate the problem at hand or objective of study, and then analyze and discuss the available data, drawing conclusions warranted by the evidence
2. Graduates will be competent in scientific writing and oral communication. Graduates will know and be able to apply the scientific method (i.e., to understand procedural knowledge and skills so that one can carry out a scientific study as well as critically analyze the work of others -- part of structural biological literacy). This includes the ability to develop hypotheses and make predictions; design experiments to test hypotheses; and critically evaluate results and draw conclusions.
3. Graduates will be able to develop a clear, relevant research prospectus. The question should address precisely what the student wants to know. Properly formulated, a well constructed question will guide the student research process. The graduate will be able to communicate the research process and his/her conclusions. No research project is complete until the final product is disseminated in a format suitable for presentation to an interested community. A presentation may be written, visual, verbal or use other means consistent with professional norms as long as the final product adequately communicates to the intended audience.

## ADMISSION REQUIREMENTS

The student must have completed the core curriculum requirements and earned a cumulative grade point average of 2.0 or above on all work attempted. A minimum grade of "C-" is required in SC 111 and SC 112 for entry into the program.

## GRADUATION REQUIREMENTS

Completion of all basic requirements for graduation from Emmanuel College, including the Liberal Arts Core and the Major Lower and Upper Level courses specified for this major. A minimum cumulative grade point average of 2.0 is required for graduation with a Bachelor of Science in Biology.

**BIOLOGY MAJOR****BACHELOR OF SCIENCE****LIBERAL ARTS CORE**

## Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

## Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

## Social and Behavioral Science

History (American or World)	3 hrs.
PY 210 (General Psychology)	3 hrs.

## Natural Science/Mathematical Reasoning

SC 111, 112 (Biology I & II)	8 hrs.
MA 240 (Calculus I)	4 hrs.

## Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

## Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

## FS 101 (Freshman Seminar)

2 hrs.

## SS 400 (Senior Seminar)

1 hr.

## Total

49 hrs.

SC 334 (Molecular Biology Cell)	4 hrs.
SC 340 (Microbiology)	4 hrs.
SC 351 (Intro. to Research)	2 hrs.
SC 352 (Directed Research)	2 hrs.
SC 420, 421 (Biochemistry I & II)	8 hrs.
SC 430 (Infection, Immunity)	4 hrs.

## Guided Electives

Upper level courses from science, mathematics, education*, psychology.	15 hrs.
---	---------

## General Electives

3 hrs.

## TOTAL

122 hrs.

\*Students should contact the School of Education for information concerning Georgia broad field certification in Science. While the School of Education does not offer a secondary science program, they can advise students concerning alternatives regarding teacher certification.

**SCIENCE MINORS**

For non-Biology and non-Pre-Professional majors:

A grade of "C-" or higher is required in all coursework for a minor in Biology or Chemistry.

**BIOLOGY MINOR**

SC 111, 112 (Biology I & II)	8 hrs.
SC 220 (General Chemistry I)	4 hrs.
Biology Electives (300 and above)	8 hrs.
Total	20 hrs.

**MAJOR LOWER AND UPPER LEVEL COURSES****CHEMISTRY MINOR**

## Natural Sciences

SC 220, 221 (General Chemistry I & II)	8 hrs.
SC 240 (Physics I)	4 hrs.
SC 330, 331 (Anatomy/Physiology)	8 hrs.
SC 320, 321 (Organic Chemistry I & II)	8 hrs.
SC 333 (Molecular Genetics)	3 hrs.

SC 220, 221 (General Chemistry I & II)	8 hrs.
SC 320, 321 (Organic Chemistry I & II)	8 hrs.
SC 351 (Intro. to Research)	2 hrs.
SC 420, 421 (Biochemistry I & II)	8 hrs.
Total	26 hrs.

# BUSINESS ADMINISTRATION

## PURPOSE

The Business Administration program exists to prepare students for entry-level management positions in a variety of business organizations within the context of a Christian worldview. Beyond a study of foundational business courses, students may pursue one of two concentrations in this program: management or computer information systems. The management concentration gives a more in-depth look at business management-related subjects and issues. The computer information systems concentration gives more in-depth training in technology within a business management context.

Students may enroll to complete either a Bachelor of Science (BS) or Bachelor of Arts (BA) in Business Administration, the only difference being that the BA degree requires an extra concentration of foreign languages and fewer electives. Course content areas for the program include, but are not limited to, the following: Accounting (Financial and Managerial), Business Ethics, Business Law, Business Policy and Strategy, Computer Office Applications, E-Commerce, Economics, Entrepreneurship (Small Business Management), Finance (Managerial), Human Resources, Information Systems, International Business, Internships, Management and Organizational Behavior, Marketing, Personal Financial Management, Production Operations, and Statistics.

## GOALS

To accomplish its purpose, the Business Administration program will:

1. Provide education and training through business courses deemed essential to successful employment after graduation.
2. Prepare interested students for successful pursuit of graduate study in the field of business administration. (NOTE: Completion of a course(s) in Calculus will usually be necessary for entrance into graduate school).
3. Maintain a visible involvement in the local business community, so as to provide avenues of exposure and

support for students, as well as possible employment opportunities.

## OBJECTIVES

Graduates of the Business Administration program should be able to:

1. Demonstrate a knowledge base appropriate to an undergraduate business administration level of proficiency, specifically in the areas of accounting, economics, finance, information systems, international business, legal and social environment, management, marketing and statistics.
2. Integrate business knowledge and skills learned to think critically about business problems.
3. Apply business knowledge and skills learned to solve real-world problems.
4. On an introductory level, integrate one's knowledge of Scripture with the practice of business, and in particular (although not exclusively), properly apply Scripture and a Christian-based reasoning system to problems of business ethics.
6. Demonstrate an ability to effectively write and speak in an appropriate business manner.
7. Demonstrate an ability to work well with business teams, including (but not limited to) taking initiative, working with different types of personality and leadership styles, and following through with assignments.

## ADVANCED STANDING

For students to be eligible for advanced standing as a Business Administration major in the School of Business, the following requirements must be met: completion of MA 124 (College Algebra) or a higher math, with a minimum grade of "C-" by the time the student has completed 60 hours of coursework at Emmanuel College. Students who have not yet completed this requirement WILL NOT be able to register for any Business 300- or 400-level courses.

Transfer students who have already completed 60 or more hours of coursework but have not completed the mathematics requirement, must pass the required math course in the first semester of transfer. Until the math requirement is met, such students will be allowed to register for 300- or 400-level business courses only with the permission of the department chair.

### TRANSFER STUDENTS

Any student transferring to Emmanuel College and wishing to enroll in the Business Administration program must meet all requirements as outlined above. Each business course transferred in requires a minimum of “C-” to be counted toward graduation.

### GRADUATION REQUIREMENTS

In order to graduate with a Business Administration degree, a student must:

1. Complete the requirements listed below for the curriculum, for a total number of at least 124 semester hours.
2. Earn a minimum grade point average of 2.00 for ALL course work taken. NO grade below “C-” in required business administration courses (those listed under Major Lower and Upper Level Courses) will be accepted for graduation credit. In the event a grade of “D” or lower is earned in any required business course, that course must be retaken until a grade of “C-” or higher is earned.
3. Meet all other college graduation requirements listed under Requirements of Graduation in this catalog.

### BUSINESS ADMINISTRATION MAJOR

#### BACHELOR OF SCIENCE OPTION

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 Intro to Literature	3 hrs.
----------------------------	--------

##### Art-Music Appreciation/Philosophy/

Theater/Foreign Language/Literature	3 hrs.
-------------------------------------	--------

Social & Behavioral Science	
History	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.
Natural Sciences/Mathematical Reasoning	
Science (Lab course)	4 hrs.
MA 124 (College Algebra) or a higher math	3 hrs.
Christian Ministries	
BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.
Physical Wellness	
PE 105 (Total Fitness)	1 hr.
FS 101 (Freshman Seminar)	2 hrs.
Senior Seminar	1 hr.
<b>Total</b>	<b>44 hrs.</b>

### MAJOR LOWER AND UPPER LEVEL COURSES

#### Business Foundation Courses

(required for all Business Administration majors):

BU 200, 201 (Macro/Microeconomics)	6 hrs.
BU 250 (Computer Office Apps I)	3 hrs.
BU 261, 262 (Financial Acct. I & II)	6 hrs.
BU 285 (Personal Financial Mgmt)	3 hrs.
BU 300 (Management/Org. Behavior)	3 hrs.
BU 305 (Marketing)	3 hrs.
BU 310 (Business Law)	3 hrs.
BU 315 (Business Statistics)	3 hrs.
BU 360 (Management Communications)	3 hrs.
BU 422 (Business Ethics)	3 hrs.
BU 440 (E-Commerce Management)	3 hrs.
IS 255 (Information Systems)	3 hrs.

#### Select One of the Following Concentrations:

##### Management Concentration:

BU 264 (Managerial Accounting)	3 hrs.
BU 325 (Entrepreneurship)	3 hrs.
BU 345 (Managerial Finance)	3 hrs.
BU 410 (Human Resources Mgmt)	3 hrs.
BU 430 (Production/Operations Mgmt.)	3 hrs.



BU 460 (International Business)	3 hrs.	BI 112 (Interpreting Biblical Literature)	3 hrs.
BU 480 (Strategic Management)	3 hrs.	BI 300 (Gospel of John)	3 hrs.
BU 490 (Business Seminar)	3 hrs.	TH 237 (Christian Ethics)	3 hrs.
General Electives	14 hrs.	Physical Wellness	
		PE 105 (Total Fitness)	1 hr.
OR			
Computer Information Systems Concentration:		FS 101 (Freshman Seminar)	2 hrs.
BU 251 (Computer Office Apps II)	3 hrs.	SS 400 (Senior Seminar)	1 hr.
IS 240 (Micro. Oper. Systems I)	3 hrs.	Total	44 hrs.
IS 241 (Micro. Oper. Systems I Lab)	1 hr.		
IS 342 (Micro. Oper. Systems II)	3 hrs.		
IS 355 (Advanced Database)	3 hrs.		
IS 358 (Systems Analysis and Design)	3 hrs.		
IS 380 (Programming Logic)	3 hrs.		
IS 457 (Windows Application Pro.)	3 hrs.		
IS 458 (Web Application Programming)	3 hrs.		
IS 476 (CIS Internship)	3 hrs.		
General Electives	10 hrs.		
TOTAL	124 hrs.		
<b>BACHELOR OF ARTS OPTION</b>			
<b>LIBERAL ARTS CORE</b>			
Communication Skills			
EN 101, 102 (Freshman Composition)	6 hrs.		
CM 130 (Intro. to Communication)	3 hrs.		
Humanities			
EN 200 Intro to Literature	3 hrs.		
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.		
Social & Behavioral Science			
History	3 hrs.		
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.		
Natural Sciences/Mathematical Reasoning			
Science (Lab course)	4 hrs.		
MA 124 (College Algebra) or a higher math	3 hrs.		
Christian Ministries			
BI 111(Biblical Literature & History)	3 hrs.		
		Business Foundation Courses (required for all Business Administration majors):	
		BU 200, 201 (Macro/Microeconomics)	6 hrs.
		BU 250 (Computer Office Apps I)	3 hrs.
		BU 261, 262 (Financial Acct. I & II)	6 hrs.
		BU 285 (Personal Financial Mgmt)	3 hrs.
		BU 300 (Management/Org. Behavior)	3 hrs.
		BU 305 (Marketing)	3 hrs.
		BU 310 (Business Law)	3 hrs.
		BU 315 (Business Statistics)	3 hrs.
		BU 360 (Management Communications)	3 hrs.
		BU 422 (Business Ethics)	3 hrs.
		BU 440 (E-Commerce Management)	3 hrs.
		IS 255 (Information Systems)	3 hrs.
		Major Professional Courses:	
		<b>Select One of the Following Concentrations:</b>	
		Management Concentration:	
		BU 264 (Managerial Accounting)	3 hrs.
		BU 325 (Entrepreneurship)	3 hrs.
		BU 345 (Managerial Finance)	3 hrs.
		BU 410 (Human Resources Mgmt)	3 hrs.
		BU 430 (Production/Operations Mgmt.)	3 hrs.
		BU 460 (International Business)	3 hrs.
		BU 480 (Strategic Management)	3 hrs.
		BU 490 (Business Seminar)	3 hrs.
		General Electives	6-8 hrs.

OR

Computer Information Systems Concentration:

BU 251 (Computer Office Apps II)	3 hrs.
IS 240 (Micro. Oper. Systems I)	3 hrs.
IS 241 (Micro. Oper. Systems I Lab)	1 hr.
IS 342 (Micro. Oper. Systems II)	3 hrs.
IS 355 (Advanced Database)	3 hrs.
IS 358 (Systems Analysis and Design)	3 hrs.
IS 380 (Programming Logic)	3 hrs.
IS 457 (Windows Application Pro)	3 hrs.
IS 458 (Web Application Programming)	3 hrs.
IS 476 (CIS Internship)	3 hrs.
General Electives	2-4 hrs.
<b>TOTAL</b>	<b>124 hrs.</b>

**BUSINESS MINOR**

**ADMISSIONS REQUIREMENTS**

Students desiring to minor in Business must be referred to a Business Administration program advisor for advisement before registering for Business courses.

**REQUIREMENTS**

In addition to completion of the Liberal Arts Core and completion of the requirements for the major in another area, the following courses must be taken to qualify as a Business Minor. There can be no duplication of course work in this minor. Therefore, if any of the following courses are required by one’s major, additional courses will need to be taken in their place for a total of 21 hours of credit for the minor. Where there are prerequisites, they must be met. Further, in order to graduate, students must attain a “C-” or higher in all courses taken in this minor.

BU 200 (Macroeconomics) or	
BU 201 (Microeconomics)	3 hrs.
BU 250 (Computer Office Apps I)	3 hrs.
BU 261 (Financial Acct. I)	3 hrs.
BU 285 (Personal Financial Mgmt)	3 hrs.
BU 300 (Management/Org. Behavior)	3 hrs.
BU 310 (Business Law)	3 hrs.
Business Elective	3 hrs.
<b>Total</b>	<b>21 hrs.</b>

**COMPUTER INFORMATION SYSTEMS MINOR**  
(For non-Business majors only)

**ADMISSIONS REQUIREMENTS**

Students desiring to minor in Computer Information Systems must be referred to a Business Administration advisor before registering for Computer Information Systems courses.

**REQUIREMENTS**

In addition to completion of the Liberal Arts Core and completion of the requirements for a major in another area, the following courses must be taken to qualify for a Computer Information Systems Minor. There can be no duplication of course work in this minor. Therefore, if any of the following courses are required by one’s major, additional courses will need to be completed for a total of 22 hours of Computer Information Systems credit for the minor. Where there are prerequisites, they must be met. Further, in order to graduate, students must attain a “C-” or higher for each course taken in this minor.

BU 251* (Computer Office Apps II)	3 hrs.
IS 240 (Operating Systems I)	3 hrs.
IS 241 (Micro-Architecture Lab I)	1 hr.
IS 255 (Information Systems)	3 hrs.
IS 355 (Advanced Database)	3 hrs.
IS 358 (Systems Analysis and Design)	3 hrs.
IS 380 (Programming Logic Design)	3 hrs.
IS 457 (Windows Application Pro.)	3 hrs.
<b>Total</b>	<b>22 hrs.</b>

\*Pre-Requisite: BU 250 or equivalent.

# CHRISTIAN MINISTRIES

## PURPOSE

The School of Christian Ministries was established at Emmanuel College in 1972 to provide four year baccalaureate studies in Bible and Christian Ministry. As an academic department within Emmanuel College, it offers a Bachelor of Arts and Bachelor of Science degree in Christian Ministries, and a Bachelor of Science degree in Worship and Music Ministry. The Bachelor of Arts degree differs primarily from the Bachelor of Science degrees by requiring courses in New Testament Greek.

Both of the Bachelor degree programs incorporate the college liberal arts educational core with biblical, theological, and ministry courses. In addition, the Music Ministry degree also offers additional courses specifically designed to train those planning on entering into the area of music ministry within the church. A basic purpose of both programs is to promote Christian understanding, spiritual formation, character development, and basic ministry skills. Students who graduate from the School of Christian Ministries will have had the necessary studies to assist them in developing a biblical understanding of the world, the opportunity to participate in volunteer Christian service, as well as the opportunity to combine their classroom learning with real-life training in an extended internship experience. Christian faith, Christian practice, and practical training are inseparable elements in the educational experience of the degree programs offered by the School of Christian Ministries.

## GOALS

### DEVELOPMENT OF CHRISTIAN UNDERSTANDING

1. To help the student experience a liberal arts educational core in critical thinking, communication, computer literacy, natural science, art, and literature.
2. To help the student acquire a basic knowledge of the Bible and a knowledge of God revealed in Jesus Christ as unfolded in biblical history and literature.

3. To help the student understand Christian ideas, including key Pentecostal Holiness Church doctrines, which are relevant for developing a Christ-centered worldview.

4. To help the students assess the role of Christianity in a multicultural and pluralistic world.

### DEVELOPMENT OF CHRISTIAN CHARACTER AND LIVING

5. To encourage the student to develop Christ-like moral decision making, and to seek God through prayer and other Biblical spiritual disciplines.

6. To provide the students on campus and off campus experiences for integrating Christ-like attitudes and practices of Christian service.

### DEVELOPMENT OF CHRISTIAN MINISTRY

7. To assist students in understanding their individual callings, and identifying their spiritual gifts, interests, and skills in various forms of Christian ministry.

8. To help students experience a balance between knowing and doing in ministry, between Christian understanding and Christian practice, between academic studies and volunteer Christian service and ministry internship.

### OBJECTIVES

Graduates of the School of Christian Ministries should demonstrate the following knowledge, skills, and practices:

1. A knowledge of the Bible in its historical, cultural, and literary contexts.
2. A knowledge of the principles and practice of sound biblical interpretation.
3. A knowledge of the key themes and doctrines in the development of Christian theology throughout the history

of the church, including representative views of the International Pentecostal Holiness Church.

4. A knowledge of and ability to use various methodologies related to the practice of ministry.
5. The ability to use traditional Christian disciplines as a means of contributing to a life of ongoing Christian formation.

### **ADMISSIONS REQUIREMENTS**

The Christian Ministries programs are open to all qualified majors who desire higher education in a Christian environment. Applicants must be of sound Christian character, committed to fulfilling God's call on their lives, and interested in preparing themselves for a life of Christian service in one form or another.

1. All applicants must give evidence of a Christian conversion experience and a sincere desire to seek and experience the truths of God's Word. Applicants must be committed to the will of God for their lives and to a life of service for Jesus Christ.
2. Before making application to the SCM, the student must have completed the following courses in the liberal arts core with a grade of "C-" or above: EN101, EN102, CM130, BI140, BI141, TH237.
3. Applicants must have a minimum of a 2.00 grade point average on a 4.00 scale on all course work completed at Emmanuel College.
4. In addition to being admitted to Emmanuel College, applicants must fulfill specific application requirements stated on the SCM application form. Official admission to a SCM baccalaureate degree program is determined by the faculty in the SCM. Forms for application and letters of recommendation are available from the office of the chair of the School of Christian Ministries.
5. Once admitted to a SCM program, the student must maintain a 2.00 overall GPA in order to continue in the program, as well as complete chapel and Christian Service Practicum requirements.
6. Transfer credits which are applicable to the programs of the SCM are accepted as stated in the College's Transfer Policy.

### **GRADUATION REQUIREMENTS**

Students majoring and minoring in some program offered in the School of Christian Ministries should declare their major and/or minor early in their college experience in order to be able to enroll in the required courses when they are offered by the college. Courses should be taken according to the suggested course sequence plan if timely graduation is desired.

SCM majors must have a minimum 2.00 GPA on all course work taken. A minimum grade of "C-" must be earned in the previously identified courses from the liberal arts core as well as all courses within the SCM core. In the event a grade of "D" or lower is earned in any required SCM course, each course must be retaken until at least a "C-" grade is earned. Any time a student's GPA falls below 2.00, the student will be placed on probation with the SCM. Failure to improve the GPA to 2.00 or higher within two semesters will result in dismissal from the SCM degree program.

An SCM degree candidate at Emmanuel College must spend at least three sequential semesters (excluding summer) in residence, carrying a minimum of 12 credits per semester. For two of these semesters, the student must be registered as a senior. These residential requirements reflect the SCM's emphasis on growth and development in personal character and ministry. SCM majors must take at least 30 hours of their major in residence. Included in these thirty hours must be HT410.

In addition, any courses taken from other institutions while a student is attending EC full time must be approved by the SCM faculty in order for such courses to be counted toward the student's degree program. This approval must be granted prior to the student's enrollment in any such course. In order to gain approval students must submit a letter to the Dean of the SCM explaining the course they wish to take and the reason it cannot be taken on campus.

Mere completion of a curricular program is not regarded as sufficient to meet graduation requirements. A student must be officially accepted by the SCM and fulfill additional SCM requirements before courses can be used in an SCM baccalaureate degree program.

During the junior or senior year, an SCM student must satisfy a public speaking requirement judged by an SCM faculty member in one of the following ways: (1) Speaking

in an Emmanuel College or SCM Chapel; (2) Doing an oral presentation of ten minutes minimum in an approved junior or senior level course.

In addition to completing the requirements of chapel attendance, (SCM and EC Convocation), Christian service practicum, and internship, the student must be recommended for graduation by the vice president for student life, the supervisor of the Christian service practicum, and an SCM faculty member. Other requirements for graduation are listed under Requirements for Graduation in this Catalog. Two final requirements for graduation are the successful passing of a comprehensive Bible/theology exit exam and participating in an SCM exit interview.

#### **POSITION ON THEOLOGICAL PERSPECTIVES**

While the School of Christian Ministries serves the Wesleyan and Pentecostal traditions of its sponsoring denomination, it recognizes the need to speak appreciatively of various theological traditions found in the historical church of Jesus Christ. Doctrinal unity among Christians is ultimately found in the person of Jesus Christ.

#### **POSITION ON BIBLE TRANSLATION**

The School of Christian ministries does not sanction only one translation but encourages its faculty and students to utilize the contributions various translations of God's Word provide. Formal equivalent translations, such as the King James Version or New American Standard, are useful for seeing a more literal reading of the words and word-relationships in the original languages of the Bible. Dynamic equivalent translations, such as the New International Version or the Good News for Modern Man, express the meaning of Scripture using concepts more in line with contemporary language and ways of speaking. The SCM faculty encourages students to see that free translations and paraphrases are more a rephrasing and editing of Scriptures than actual translation. The SCM faculty believe that many of the translations available today serve to show the fundamentals of Christian doctrine.

#### **CHRISTIAN MINISTRIES MAJOR**

Emmanuel College is committed to the view that preparation for ministry includes the development of ministers as persons and not just the acquisition of technical skills for ministry. The Christian Ministry major

is designed to introduce a variety of studies in practical ministry as well as Biblical and theological studies to help define the student's interests in ministry. The major provides opportunity for the student to consider various forms of Christian ministry and what kinds of persons are suited for various ministry forms.

#### **BACHELOR OF ARTS OPTION**

##### **LIBERAL ARTS CORE**

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
GR 351 (Greek I)	4 hrs.

##### Social and Behavioral Science

History	3 hrs.
PY 210 (General Psychology) OR SO 172 (Intro. to Sociology)	3 hrs.

##### Natural Science/Mathematical Reasoning

SC 110 (Issues in Biology)	4 hrs.
Mathematics	3 hrs.

##### Christian Ministries

BI 140, 141 (Biblical Hist & Literature)	6 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total	45 hrs.
-------	---------

##### **MAJOR LOWER AND UPPER LEVEL COURSES**

##### Language Courses

GR 352 (New Testament Greek II)	4 hrs.
GR 451 (Greek Grammar and Exegesis)	4 hrs.

<b>Bible Courses</b>		PY 210 (General Psychology) OR	
BI 275 (Biblical Interpretation)	3 hrs.	SO 172 (Intro. to Sociology)	3 hrs.
BI 215 (Pentateuch)	3 hrs.		
BI 232 (Acts)	3 hrs.	Natural Science/Mathematical Reasoning	
BI 322 (Synoptic Gospels)	3 hrs.	SC 110 (Issues in Biology)	4 hrs.
BI 450 (Old Testament Prophets)	3 hrs.	Mathematics	3 hrs.
<b>Theology Courses</b>		<b>Christian Ministries</b>	
HT 210 (Christian Thought and History)	3 hrs.	BI 140, 141 (Biblical Hist & Literature)	6 hrs.
HT 310 (Historical Theology 1)	3 hrs.	BI 300 (Gospel of John)	3 hrs.
HT 360 (Historical Theology 2)	3 hrs.	TH 237 (Christian Ethics)	3 hrs.
HT 410 (Historical Theology 3)	3 hrs.		
<b>Ministry Courses</b>		<b>Physical Wellness</b>	
MN 101 (Christian Ministry)	3 hrs.	PE 105 (Total Fitness)	1 hr.
MN 102/302			
(Christian Service Practicum)	NC	FS 101 (Freshman Seminar)	2 hrs.
MN 235 (Personal Evangelism)	3 hrs.	SS 400 (Senior Seminar)	1 hr.
MN 285 (Intro to Christian Education)	3 hrs.		
MN 315 (Homiletics I)	3 hrs.	<b>Total</b>	<b>44 hrs.</b>
MN 335 (Intro to Youth Ministries)	3 hrs.		
MN 361 (Church Leadership I)	3 hrs.	<b>MAJOR LOWER AND UPPER LEVEL COURSES</b>	
MN 415 (Homiletics II)	3 hrs.	<b>Bible Courses</b>	
MN 460 (Church Leadership II)	3 hrs.	BI 275 (Biblical Interpretation)	3 hrs.
MN 470 (Pastoral Care and Counseling)	3 hrs.	BI 215 (Pentateuch)	3 hrs.
MS 330 (Global Missions)	3 hrs.	BI 232 (Acts)	3 hrs.
PY 410 (Spiritual Formation I)	3 hrs.	BI 322 (Synoptic Gospels)	3 hrs.
		BI 390 (Life and Epistles of Paul)	3 hrs.
		BI 450 (Old Testament Prophets)	3 hrs.
<b>Internship</b>		<b>Theology Courses</b>	
MN 495 (Internship)	9 hrs.	HT 210 (Christian Thought and History)	3 hrs.
		HT 310 (Historical Theology 1)	3 hrs.
<b>TOTAL</b>	<b>122 hrs.</b>	HT 360 (Historical Theology 2)	3 hrs.
		HT 410 (Historical Theology 3)	3 hrs.
<b>BACHELOR OF SCIENCE OPTION</b>		<b>Ministry Courses</b>	
<b>LIBERAL ARTS CORE</b>		MN 101 (Christian Ministry)	3 hrs.
<b>Communication Skills</b>		MN 102/302	
EN 101, 102 (Freshman Composition)	6 hrs.	(Christian Service Practicum)	NC
CM 130 (Intro to Communication)	3 hrs.	MN 235 (Personal Evangelism)	3 hrs.
<b>Humanities</b>		MN 285 (Intro to Christian Education)	3 hrs.
EN 200 (Intro to Literature)	3 hrs.	MN 315 (Homiletics I)	3 hrs.
Art & Music Appreciation/Philosophy/ Theatre/Literature/Foreign Language	3 hrs.	MN 335 (Youth Ministries)	3 hrs.
<b>Social and Behavioral Science</b>		MN 361 (Church Leadership I)	3 hrs.
History	3 hrs.	MN 415 (Homiletics II)	3 hrs.
		MN 460 (Church Leadership II)	3 hrs.
		MN 470 (Pastoral Care and Counseling)	3 hrs.
		MS 330 (Global Missions)	3 hrs.

PY 410 (Spiritual Formation I)	3 hrs.	<b>CHRISTIAN MINISTRIES MINORS</b>	
Internship		For Non-School of Christian Ministries major only.	
MN 495 (Internship)	9 hrs.		
General Electives	6 hrs.	Biblical Studies	
TOTAL	122 hrs.	BI 215 (Pentateuch)	3 hrs.
		BI 232 (Acts)	3 hrs.
		BI 275 (Biblical Interpretation)	3 hrs.
		BI 322 (Synoptic Gospels)	3 hrs.
		BI 390 (Epistles of Paul)	3 hrs.
		BI 450 (Old Testament Prophets)	3 hrs.
		TOTAL	18 hrs.
		Christian Ministries	
		BI 275 (Biblical Interpretation)	3 hrs.
		HT 210 (Christian Thought/History)	3 hrs.
		MN 285 (Christian Education) OR	
		MS 330 (Global Missions)	3 hrs.
		MN 361 (Church Leadership I)	3 hrs.
		MN 315 (Homiletics I)	3 hrs.
		PY 470 (Pastoral Care/Counseling)	3 hrs.
		TOTAL	18 hrs.

# COMMUNICATION STUDIES

## PURPOSE

“Impacting the World. For Christ. Through Media.”

With this motto, the Communication Studies degree strives to prepare students for careers as Christian communicators who integrate faith, learning and living with a broad understanding of contemporary communication issues and skills adaptable to a variety of contexts.

The communication studies major at Emmanuel College teaches students about information processes and communication technologies and how they impact local and global communities. Courses in this major incorporate community, information and technology to address communication issues. During the last semester, majors will each create a senior project in CM471 demonstrating their knowledge of the core courses within the communication studies major.

## GOALS

Flexibility is a major strength of the communication studies major, and students are required to complete 24 hours of core communication courses, then they select one of two 21-hour concentrations: corporation communication or multimedia communication. These concentrations are designed to lead toward acceptance into graduate school for communication or secure entry-level positions in a variety of career fields, including Media Production, Public Relations, Video Editing, Advertising, Layout and Design, Marketing, Fundraising, Human Resource Development, Communication Training and Consulting, etc.

## OBJECTIVES

Graduates of EC’s Communication Studies program will have the following knowledge and skills:

1. how to relate to and facilitate interpersonal and group interactions successfully;
2. organize and lead small teams of people toward a common goal;
3. the theories and principles of the communication field;

4. differentiate between qualitative, quantitative and critical theory;

5. the history of the communication discipline and its impact on society and the profession;

6. integrate a basic history of mass media technologies with today’s communication challenges;

7. the methods of anticipating, adapting to, and participating in changes, including emerging technological changes, important to both society and professional careers;

8. manage conflicts and changes in the work place;

9. how to effectively gather information, research, and analyze issues using a variety of methods;

10. analyze situations to arrive at ethical solutions in handling publicity;

11. the legal and ethical systems in communication;

12. apply the First Amendment right to freedom of the press and the important responsibilities accompanying that freedom;

13. how to acquire, develop, and convey information, thoughts and feelings through listening, reading, writing, speaking and multimedia productions; and

14. demonstrate sensitivity in effectively and respectfully communicating with all members of society regardless of gender, origin, or special needs.

## ADMISSIONS REQUIREMENTS

To be officially considered as a communication studies major, students must hold sophomore status or higher, be in good standing, and hold a cumulative grade point average (GPA) of 2.50 or higher. Majors whose cumulative GPA drops below 2.50 may not take upper division communication courses.



Acceptance back into the major is based on the decision of communication faculty. Under no circumstances will students be admitted or readmitted into the program without the minimum 2.50 GPA. Students with GPAs less than 2.50 will not be eligible to receive a degree in communication studies from Emmanuel College.

### GRADUATION REQUIREMENTS

Students who successfully meet the requirements below will be recommended to the registrar for graduation with a degree in communication studies from Emmanuel College:

- completion of the College's core curriculum,
- the major requirements for the Bachelor of Arts or the Bachelor of Science in Communication Studies,
- a grade of "C-" or higher in each communication course required for the major.

### COMMUNICATION STUDIES MAJOR MULTIMEDIA COMMUNICATION CONCENTRATION

#### BACHELOR OF ARTS OPTION

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Theater/ Philosophy/Literature	3 hrs.

##### Social and Behavioral Science

HY 273 (American History II)	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.

##### Natural Science/Mathematical Reasoning

Science (Lab course)	4 hrs.
Mathematics	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.

TH 237 (Christian Ethics)	3 hrs.
---------------------------	--------

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
---------------------------	--------

SS 400 (Senior Seminar)	1 hr.
-------------------------	-------

Total	44 hrs.
-------	---------

#### MAJOR LOWER AND UPPER LEVEL COURSES

##### Computer Use

BU 250 (Computer Applications I)	3 hrs.
----------------------------------	--------

##### Humanities/Social and Behavioral Science

Foreign Language (French, Spanish, Greek)	6-8 hrs.
--	----------

##### Business Administration Electives

Choose one of the following:	3 hrs.
BU 251 (Computer Applications II)	
BU 285 (Personal Money Mgmt)	
BU 300 (Management)	
BU 305 (Marketing)	
BU 315 (Business Statistics)	

##### Communication Core

CM 210 (Interpersonal Communication)	3 hrs.
CM 220 (Communication Theories)	3 hrs.
CM 230 (Media and Society)	3 hrs.
CM 318 (Organizational Comm.)	3 hrs.
CM 320 (Public Relations)	3 hrs.
CM 401 (Communication Law)	3 hrs.
CM 402 (Internship)	3 hrs.
CM 471 (Senior Project)	3 hrs.

##### Communication Concentration Courses:

CM 205 (Writing for Media)	3 hrs.
CM 208 (Intro Video Production)	3 hrs.
CM 211 (Desktop Publishing)	3 hrs.
CM 212 (Photo Journalism)	2 hrs.
CM 213 (Lighting Workshop)	1 hr.
CM 214 (Graphic Design)	1 hr.
CM 217 (Video Workshop)	1 hr.
CM 304 (Video Production I)	3 hrs.
CM 308 (Video Production II)	3 hrs.
CM 316 (Multimedia/Public Comm.)	3 hrs.

Communication Electives	3 hrs.
Electives or Minor	15-17 hrs.
<b>TOTAL</b>	<b>123 hrs.</b>

### **BACHELOR OF SCIENCE OPTION**

#### **LIBERAL ARTS CORE**

Communication Skills	
EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

Humanities	
EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

Social and Behavioral Science	
HY 273 (American History II)	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.

Natural Science/Mathematical Reasoning	
Science (Lab course)	4 hrs.
Mathematics	3 hrs.

Christian Ministries	
BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

Physical Wellness	
PE 105 (Total Fitness)	1 hr.

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total 44 hrs.

#### **MAJOR LOWER AND UPPER LEVEL COURSES**

Computer Use	
BU 250 (Computer Applications I)	3 hrs.
BU 251 (Computer Applications II)	3 hrs.

Business Administration Electives	
Choose one of the following:	3 hrs.
BU 285 (Personal Money Mgmt)	
BU 300 (Management)	
BU 305 (Marketing)	
BU 315 (Business Statistics)	

#### **Communication Core**

CM 210 (Interpersonal Communication)	3 hrs.
CM 220 (Communication Theories)	3 hrs.
CM 230 (Media and Society)	3 hrs.
CM 318 (Organizational Comm.)	3 hrs.
CM 320 (Public Relations)	3 hrs.
CM 401 (Communication Law)	3 hrs.
CM 402 (Internship)	3 hrs.
CM 471 (Senior Project)	3 hrs.

#### **Communication Concentration Courses:**

CM 205 (Writing for Media)	3 hrs.
CM 208 (Intro Video Production)	3 hrs.
CM 211 (Desktop Publishing)	3 hrs.
CM 212 (Photo Journalism)	2 hrs.
CM 213 (Lighting Workshop)	1 hr.
CM 214 (Graphic Design)	1 hr.
CM 217 (Video Workshop)	1 hr.
CM 304 (Video Production I)	3 hrs.
CM 308 (Video Production II)	3 hrs.
CM 316 (Multimedia/Public Comm.)	3 hrs.
Communication Electives	6 hrs.

Electives or Minor	17 hrs.
--------------------	---------

**TOTAL 123 hrs.**

### **CORPORATE/ORGANIZATIONAL COMMUNICATION CONCENTRATION**

#### **BACHELOR OF ARTS OPTION**

#### **LIBERAL ARTS CORE**

Communication Skills	
EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

Humanities	
EN 200 (Intro to Literature)	3 hrs.

Art-/Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.	CM 401 (Communication Law)	3 hrs.
		CM 402 (Internship)	3 hrs.
		CM 471 (Senior Project)	3 hrs.
Social and Behavioral Science		Communication Concentration Courses:	
HY 273 (American History II)	3 hrs.	CM 205 (Writing for Media)	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.	CM 208 (Intro Video Production)	3 hrs.
		CM 211 (Desktop Publishing)	3 hrs.
Natural Science/Mathematical Reasoning		CM 212 (Photo Journalism)	2 hrs.
Science (Lab course)	4 hrs.	CM 213 (Lighting Workshop)	1 hr.
Mathematics	3 hrs.	CM 214 (Graphic Design)	1 hr.
		CM 217 (Video Workshop)	1 hr.
Christian Ministries		CM 302 (Persuasion)	3 hrs.
BI 111 (Biblical Literature & History)	3 hrs.	CM 310 (Business/Prof. Speech) OR	
BI 112 (Interpreting Biblical Literature)	3 hrs.	CM 317 (Professional Interviewing)	3 hrs.
BI 300 (Gospel of John)	3 hrs.	CM 316 (Multimedia/Public Comm.)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.	Communication Electives	3 hrs.
		Electives or Minor	15-17 hrs.
Physical Wellness		TOTAL	123 hrs.
PE 105 (Total Fitness)	1 hr.		
FS 101 (Freshman Seminar)	2 hrs.	<b>BACHELOR OF SCIENCE OPTION</b>	
SS 400 (Senior Seminar)	1 hr.	<b>LIBERAL ARTS CORE</b>	
Total	44 hrs.	Communication Skills	
<b>MAJOR LOWER AND UPPER LEVEL COURSES</b>		EN 101, 102 (Freshman Composition)	6 hrs.
Computer Use		CM 130 (Intro. to Communication)	3 hrs.
BU 250 (Computer Applications I)	3 hrs.	Humanities	
Humanities/Social and Behavioral Science		EN 200 (Intro to Literature)	3 hrs.
Foreign Language		Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.
(French, Spanish, Greek)	6-8 hrs.	Social and Behavioral Science	
Business Administration Electives		HY 273 (American History II)	3 hrs.
Choose one of the following:	3 hrs.	Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.
BU 251 (Computer Applications II)		Natural Science/Mathematical Reasoning	
BU 285 (Personal Money Mgmt)		Science (Lab course)	4 hrs.
BU 300 (Management)		Mathematics	3 hrs.
BU 305 (Marketing)		Christian Ministries	
BU 315 (Business Statistics)		BI 111 (Biblical Literature & History)	3 hrs.
Communication Core		BI 112 (Interpreting Biblical Literature)	3 hrs.
CM 210 (Interpersonal Communication)	3 hrs.	BI 300 (Gospel of John)	3 hrs.
CM 220 (Communication Theories)	3 hrs.	TH 237 (Christian Ethics)	3 hrs.
CM 230 (Media and Society)	3 hrs.		
CM 318 (Organizational Comm.)	3 hrs.		
CM 320 (Public Relations)	3 hrs.		

Physical Wellness	
PE 105 (Total Fitness)	1 hr.
FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total 44 hrs.

**MAJOR LOWER AND UPPER LEVEL COURSES**

Computer Use	
BU 250 (Computer Applications I)	3 hrs.
BU 251 (Computer Applications II)	3 hrs.

Business Administration Electives	
Choose one of the following:	3 hrs.
BU285 (Personal Money Mgmt)	
BU 300 (Management)	
BU 305 (Marketing)	
BU 315 (Business Statistics)	

Communication	
CM 210 (Interpersonal Communication)	3 hrs.
CM 220 (Communication Theories)	3 hrs.
CM 230 (Media and Society)	3 hrs.
CM 318 (Organizational Comm.)	3 hrs.
CM 320 (Public Relations)	3 hrs.
CM 401 (Communication Law)	3 hrs.
CM 402 (Internship)	3 hrs.
CM 471 (Senior Project)	3 hrs.
Communication Concentration Courses:	
CM 205 (Writing for Media)	3 hrs.
CM 208 (Intro Video Production)	3 hrs.
CM 211 (Desktop Publishing)	3 hrs.
CM 212 (Photo Journalism)	2 hrs.
CM 213 (Lighting Workshop)	1 hr.
CM 214 (Graphic Design)	1 hr.
CM 217 (Video Workshop)	1 hr.
CM 302 (Persuasion)	3 hrs.
CM 310 (Business/Prof. Speech) OR	
CM 317 (Professional Interviewing)	3 hrs.
CM 316 (Multimedia/Public Comm.)	3 hrs.
Communication Electives	6 hrs.

Electives or Minor 17 hrs.

**TOTAL 123 hrs.**

**COMMUNICATION STUDIES MINOR**

**ADMISSIONS REQUIREMENTS**

To be considered as a minor in Communication Studies, students must meet these requirements:

- complete EN 101, EN 102 and CM 130 with a grade of “C-” or higher;
- hold a cumulative grade point average of 2.50 or higher.

**REQUIREMENTS**

In addition to the completion of the Liberal Arts Core and completion of the requirements for a major in another area, the following courses must be taken to qualify as a communication studies minor. Duplication of course work in a major/minor is not allowed. All prerequisites must be met.

**COMMUNICATION STUDIES MINOR**

CM 220 (Communication Theories)	3 hrs.
CM 230 (Media and Society)	3 hrs.
CM 208 (Intro Video Production)	3 hrs.
CM 212 (Photo Journalism)	1 hr.
CM 214 (Graphic Design)	1 hr.
CM 217 (Video Workshop)	1 hr.
Communication Electives	6 hrs.
Choose any two of the following:	
CM 205 (Writing for Media)	
CM 211 (Desktop Publishing)	
CM 304 (Video Production I)	
CM 316 (Multimedia & Public Comm.)	
CM 320 (Public Relations)	
CM 401 (Communication Law)	
<b>Total</b>	<b>18 hrs.</b>

# EDUCATION

## MISSION AND GOAL STATEMENT

In keeping with the philosophy of Emmanuel College which is based on a Christian worldview, the School of Education's mission is to integrate faith, living, learning, and teaching in such a way as to prepare prospective teachers to become servant leaders who make a positive contribution in a diverse society. In addition, the SOE endeavors to build a bridge linking historical and philosophical theory learned in the classroom with educational practice in real-world settings.

Within this framework our students, as professional educators, will develop: a knowledge of content and pedagogy; procedures for developing and using appropriate instructional methods, technology, and assessment; varied strategies for developing positive classroom environments that facilitate student learning, support students, and encourage partnerships with the home, school, and community; and a professional attitude regarding the teaching profession. Reflecting our Christian worldview, the goal of the Emmanuel College School of Education is to develop teachers who possess the knowledge, skills, and dispositions to meet the challenges they will face in the classroom. The Emmanuel College School of Education is committed to the three domains of its conceptual framework, preparing knowing, sharing, caring teachers for the twenty-first century. No domain by itself is effective, but all three are interconnected so as to produce effective teachers who are capable of working with a diverse student population. This framework is designed to develop the following competencies:

Teachers who KNOW will demonstrate:

### K1: Content

A knowledge of discipline specific content and curriculum appropriate for their chosen teaching field.

### K2: Pedagogical Content

A knowledge of the intellectual, social, physical, and personal development of diverse learners and appropriate instructional strategies to teach them in diverse contexts.

Teachers who SHARE will demonstrate:

### S1: Planning

The ability to design effective learning activities for all learners based on their knowledge of discipline specific content and curriculum, students, learning environments, and assessment.

### S2: Resources and Technology

The ability to select and use appropriate curriculum resources including current technology to enhance instruction for diverse learners.

### S3: Instruction

The ability to effectively organize, manage, and facilitate a learning environment which engages learners in active learning and positive social interaction.

### S4: Assessment

The ability to develop and utilize a variety of formal and informal assessment strategies to ensure the continuous development of all learners.

Teachers who CARE will demonstrate

### C1: Learning Environment

The ability to create a safe and stimulating learning environment conducive to all learners.

### C2: Student Learning

The ability to monitor and manage the classroom so that learners effectively attain desired learning outcomes.

### C3: Cooperative Partnerships

The ability to form home and community partnerships to foster student well being and learning.

### C4: Professional Development

The ability to grow professionally as a teacher.

## ADMISSIONS REQUIREMENTS

Admission to School of Education programs is accomplished in three phases: Pre-Professional, Professional, and Student Teaching. Forms and

applications are available in the School of Education Office.

### **Pre-Professional Phase**

Individuals who show an interest in teaching are considered for admission into the Pre-professional phase of the program. Candidates are admitted to the Pre-professional phase who have met the general admissions requirements for the college and meet the following criteria:

- a. purchase professional liability insurance before being allowed to enter the public schools for field placements (Additional information regarding this insurance will be provided in ED 101 and ED 200),
- b. write a 2-page paper entitled “Why I Will Be A Successful Knowing, Sharing, and Caring Teacher,”
- c. submit a background check from the local sheriff’s office, and
- d. begin to gather evidence for a professional portfolio.

### **Professional Phase**

Application to the Professional Phase of a program should occur during the sophomore year. The process of admission to the Professional phase is completed during enrollment in ED 200. The candidate works closely with the academic advisor to complete the process and ensure that all criteria are met. Transfer students who have received credit for ED 200 must seek admission to the program during their first semester of enrollment.

Candidates gather evidence in a portfolio demonstrating that all requirements to be admitted into the School of Education have been met. When this is completed, candidates submit the application and portfolio to the Governance Committee for review. The candidates then request an interview with the Governance Committee. During the interview candidates will be asked to present this evidence of their potential to become a “Knowing, Sharing, Caring” teacher. Interviews will be scheduled in January, April/May, August and November/December.

The following criteria should be met by teacher candidates before admission:

### **KNOWING**

- a. at least 30 hours of college credit courses and a “C-” or better in each lower and upper division major or minor course attempted
- b. a cumulative grade point average of at least 2.50 on all college work completed
- c. a final grade of “C-” or better in EN 101, EN 102, CM 130, ED 101 and ED 200 or equivalent courses
- d. a final grade of “C-” or better in the math course(s) required for the core in each program (see programs for specific courses that fulfill this requirement)
- e. a passing score on the GACE Basic Skills Assessment, or a composite score of 1000 on the critical reading and math sections of the SAT, or a combined score of 43 on the math and English sections of the ACT, or a composite score of 1030 on the quantitative and verbal sections of the GRE
- f. a recommendation of academic ability by a non-education Emmanuel College faculty member

### **SHARING**

- a. documentation of successful practical classroom experience either through practicum experiences in ED 101 and ED 200 or other practical classroom experience
- b. documentation of teaching ability through the presentation of the professional portfolio
- c. a recommendation regarding teaching potential from a faculty member in the School of Education

### **CARING**

- a. a character reference from a professional that has known the candidate well for a significant period of time
- b. an acceptable background check by the sheriff’s office
- c. successful completion of interview by the School of Education Governance Committee.

Note: Admission into the Professional Phase of the School of Education is required in order to enroll in Education courses numbered 300 and above unless specific permission is given by the School of Education Governance Committee.

### **Student Teaching Phase**

With the assistance of their academic advisor, a teacher candidate will apply for admission to the Student

Teaching Phase one semester prior to the semester in which the student teaching is to be scheduled. An application form may be obtained in the School of Education Office.

The following requirements must be met for admission to student teaching:

- a. admission into the Professional Phase of the program for at least one semester and maintenance of all admission criteria
- b. presentation of the professional portfolio to the director of field experiences with documentation of mastery in each of the Knowing, Sharing, and Caring competencies attempted
- c. Recommendation of the Governance Committee.

Note: At the time of enrollment in EC/EM/ES/ME 475 Student Teaching, the student must have a 2.50 overall GPA, have a "C-" grade or better for every upper or lower division major or minor course, have proof of current professional liability insurance, and have completed all upper and lower division major and minor courses unless permission is granted by the School of Education Governance Committee.

### **GRADUATION REQUIREMENTS**

The following requirements must be met to graduate from an Emmanuel College School of Education program:

- a. completion of all basic requirements for graduation from Emmanuel College.
- b. completion of all course requirements in the chosen School of Education program with a cumulative grade point average of 2.50 or higher.
- c. a passing score on the GACE Basic Skills Test or proof of exemption on file in the School of Education Office.
- d. completion of the required exit test(s) designated by each individual program.

### **TRANSFER STUDENTS**

Of the minimum twenty (20) semester hours of upper division courses that must be completed in a student's major at Emmanuel College during a two semester period, a transfer student in the School of Education must take one methods course with a practicum, in residence, in addition to the Student Teacher Block (EC/EM/ES/ME 451 and 475). In addition, the transfer student must meet requirements for admission into the Professional phase and into the Student Teaching phase and demonstrate mastery of the Knowing, Sharing, and Caring competencies. (See

academic requirements for transfer students for additional College requirements.)

### **CERTIFICATION ONLY STUDENTS**

Certification only students are those students who have received a baccalaureate degree from an accredited institution and are only seeking certification. These students should communicate with the School of Education regarding requirements.

### **Secondary Teacher Education**

#### **Apprenticeship Program**

Students completing a Secondary Teacher Education Apprenticeship Program from a secondary school with whom Emmanuel College has an articulated agreement may receive credit at Emmanuel College for ED 101 and ED 200. Evidence of completion of the above program will be by an official high school transcript and an official certificate of competency.

Students from other field-based Secondary Teacher Education Programs with whom Emmanuel College does not have an articulated agreement may receive credit for ED 101. Their high school course work will be evaluated by the School of Education to determine if credit for ED 200 will also be granted.

## EARLY CHILDHOOD EDUCATION MAJOR

The Early Childhood Education Major leads to the Bachelor of Science degree and prepares students for a teaching career in preschool through grade five. The Early Childhood Education Program is designed to develop knowing, sharing, caring teachers with a Christian philosophy who are generalists in content areas and who are specialists in child development. A collaborative shared inquiry framework is used to equip students with the competencies needed to link child development theory with developmentally appropriate curricula and teaching strategies.

### BACHELOR OF SCIENCE

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
HU 200 (Art-Music Appreciation)	3 hrs.

##### Social and Behavioral Science

HY 272 (American History I)	3 hrs.
PY 220 (Human Growth)	3 hrs.

##### Natural Science/Mathematical Reasoning

SC 110 (Issues in Biology)	4 hrs.
MA 210 (Prin. of Mathematics)	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hr.
SS 400 (Senior Seminar)	1 hr.

Total 44 hrs.

#### MAJOR LOWER AND UPPER LEVEL COURSES

##### Social and Behavioral Sciences

HY 273 (American History II)	3 hrs.
------------------------------	--------

##### Natural Science/Mathematical Reasoning

SC 120 (Physical Science)	3 hrs.
MA 211 (Math for Early Childhood)	3 hrs.

##### Physical Wellness

KN 219 (Personal Health)	3 hrs.
--------------------------	--------

##### Foundation Courses

ED 101 (Orientation to Teaching)	1 hr.
ED 200 (American Education)	3 hrs.
ED 310 (Assessment of Learning)	3 hrs.
ED 305 (Multicultural Society)	3 hrs.
EC 350 (Media and Technology)	3 hrs.
ED 403 (Exceptional Children)	3 hrs.

##### Professional Courses

EC 300 (Curriculum)	3 hrs.
EC 300P (Curriculum Practicum)	3 hrs.
EC 302 (Creative Activities)	3 hrs.
EC 310 (Reading)	3 hrs.
EC 310P (Reading Practicum)	1 hr.
EC 311 (Children's Literature)	3 hrs.
EC 312 (Language Arts)	3 hrs.
EC 330 (Social Studies Methods)	3 hrs.
EC 330P (SS Practicum)	1 hr.
EC 400P (August Experience)	1 hr.
EC 410 (Reading Problems)	3 hrs.
EC 410P (Reading Practicum)	1 hr.
EC 420 (EC Math Methods)	3 hrs.
EC 420P (Math Practicum)	1 hr.
EC 421 (EC Science Methods)	3 hrs.
EC 421P (Science Practicum)	1 hr.
EC 451 (Classroom/Behavior Mgmt)	3 hrs.
EC 475 (Student Teaching)	12 hrs.

TOTAL 123 hrs.



## MIDDLE GRADES EDUCATION MAJOR

The Middle Grades Education Major leads to the Bachelor of Science degree and prepares students for a teaching career in grades four through eight. The Middle Grades Program is designed to develop knowing, sharing, caring teachers with a Christian philosophy who are specialists in at least two content areas.

### Major and Minor Concentrations

Students majoring in Middle Grades Education are required to take 18-21 semester hours in a major concentration **and** 15-17 semester hours in a minor concentration in addition to the professional education courses. The major concentration will be chosen from the areas of language arts, mathematics, science or social studies. The minor concentration will be selected from one of the areas not chosen for a major.

### BACHELOR OF SCIENCE

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

##### Social and Behavioral Science

History (American or World)	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.

##### Natural Science/Mathematical Reasoning

Science (Lab course)	4 hrs.
MA 212 (Math for MS Teachers)	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.

TH 237 (Christian Ethics)	3 hrs.
---------------------------	--------

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
---------------------------	--------

SS 400 (Senior Seminar)	1 hr.
-------------------------	-------

<b>Total</b>	<b>44 hrs.</b>
--------------	----------------

##### Foundation Courses

ED 101 (Orientation to Teaching)	1 hr.
ED 200 (American Education)	3 hrs.
PY 220 (Human Growth/Development)	3 hrs.
ED 310 (Assessment of Learning)	3 hrs.
ED 305 (Multicultural Society)	3 hrs.
EM 350 (Media and Technology)	3 hrs.
ED 403 (Exceptional Children)	3 hrs.

##### Professional Courses

EM 300 (Curriculum)	3 hrs.
EM 300P (Curriculum Practicum)	3 hrs.
EM 310 (Reading/Writing Content Area)	3 hrs.
EM 400P (August Experience)	1 hr.
EM 401P (Methods Practicum)	3 hrs.
EM 451 (Classroom/Behavior Mgmt)	3 hrs.
EM 475 (Student Teaching)	12 hrs.

First Area Concentration	18-21 hrs.
--------------------------	------------

Second Area Concentration	15-17 hrs.
---------------------------	------------

<b>TOTAL</b>	<b>124-129 hrs.</b>
--------------	---------------------

### AREAS OF CONCENTRATION CHOICES

Select one of the following as a

Primary Concentration:

#### LANGUAGE ARTS

EM 412 (Language Arts Methods)	3 hrs.
EN 311 (Adolescent Literature)	3 hrs.
EN 260 (Advanced Grammar)	3 hrs.
EN 370 (Advanced Composition)	3 hrs.

Upper Level American Literature	3 hrs.	EM 420 (Math Methods)	3 hrs.
Upper Level Literature	3 hrs.	Total	16 hrs.
Total	18 hrs.		

#### MATHEMATICS

MA 125* (Trigonometry)	3 hrs.
MA 175* (Pre-Calculus)	4 hrs.
MA 200 (Statistics) OR MA 400 (Probability)	3 hrs.
MA 300 (Geometry)	3 hrs.
EM 420 (Math Methods)	3 hrs.
MA Elective (MA 220 or higher)	3 hrs.
Total	19 hrs.

#### NATURAL SCIENCE

EM 421 (Science Methods)	3 hrs.
SC 120 (Physical Science) Biology/Chemistry/Physics/ Environmental	9-12 hrs.
SC 210 (Earth Science)	3 hrs.
Total	18-21 hrs.

#### SOCIAL AND BEHAVIORAL SCIENCE

EM 430 (Social Studies Methods)	3 hrs.
GY 101 (Human Geography)	3 hrs.
HY 301 (Georgia History)	3 hrs.
HY 305 (Non-Western World History)	3 hrs.
Upper Level History	3 hrs.
Social Science Electives (History/Economics/Sociology/ Psychology/Political Science)	3 hrs.
Total	18 hrs.

Select one of the following as a Secondary Concentration:

#### LANGUAGE ARTS

EM 412 (Language Arts Methods)	3 hrs.
EN 311 (Adolescent Literature)	3 hrs.
EN 260 (Advanced Grammar)	3 hrs.
EN 370 (Advanced Composition)	3 hrs.
Upper Level American Literature	3 hrs.
Total	15 hrs.

#### MATHEMATICS

MA 125* (Trigonometry)	3 hrs.
MA 175* (Pre-Calculus)	4 hrs.
MA 200 (Statistics) OR MA 400 (Probability)	3 hrs.
MA 300 (Geometry)	3 hrs.

#### NATURAL SCIENCE

EM 421 (Science Methods)	3 hrs.
SC 120 (Physical Science) Biology/Chemistry/Physics/ Environmental	6-8 hrs.
SC 210 (Earth Science)	3 hrs.
Total	15-17 hrs.

#### SOCIAL AND BEHAVIORAL SCIENCE

EM 430 (Social Studies Methods)	3 hrs.
GY 101 (Human Geography)	3 hrs.
HY 301 (Georgia History)	3 hrs.
HY 305 (Non-Western World History)	3 hrs.
Social Science Electives (History/Economics/Sociology/ Psychology/Political Science)	3 hrs.
Total	15 hrs.

\*When a student's MPE (Mathematics Placement Exam) score places them above a required math courses, they may substitute a course which has the required one as a prerequisite.

## SECONDARY EDUCATION MAJORS

The Secondary Education Major leads to the Bachelor of Arts or Science degree and prepares students for a teaching career in grades six through twelve. The Secondary Education programs are designed to develop knowing, sharing, caring teachers with a Christian philosophy who are specialists in a particular field of study.

Emmanuel College prepares Secondary Education Teachers in several areas:

Business Education  
English Education  
Mathematics Education  
History Education

Admission to Secondary Education programs follows the same policies as outlined previously for other School of Education programs. Program requirements are found within the department from which the major subject material is administered.

### BUSINESS EDUCATION

The Secondary Business Education Major leads to the Bachelor of Science degree and prepares students for a teaching career in grades six through twelve. The program is designed to develop knowing, sharing, caring, teachers with a Christian philosophy who are specialists in the field of business education.

#### BACHELOR OF SCIENCE

##### LIBERAL ARTS CORE

Communication Skills	
EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.
Humanities	
EN 200 Intro to Literature	3 hrs.

EN 340 (Multi-Ethnic Literature) OR HU 200 (Art-Music Appreciation)	3 hrs.
Social & Behavioral Science	
History (American or World)	3 hrs.
PY 220 (Human Growth)	3 hrs.
Natural Sciences/Mathematical Reasoning	
Science (Lab course)	4 hrs.
MA 124 (College Algebra) or a higher math	3 hrs.
Christian Ministries	
BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.
Physical Wellness	
PE 105 (Total Fitness)	1 hr.
FS 101 (Freshman Seminar)	2 hrs.
Senior Seminar	1 hr.
<b>Total</b>	<b>44 hrs.</b>

#### MAJOR LOWER AND UPPER LEVEL COURSES

Business Content Courses:	
Membership in SIFE OR Education Club	NC
BU 200, 201 (Macro/Microeconomics)	6 hrs.
BU 250, 251 (Comp Office Apps I & II)	6 hrs.
BU 261, 262 ( Financial Acct. I & II)	6 hrs.
BU 285 (Personal Financial Mgmt)	3 hrs.
BU 300 (Management/ Org. Behavior)	3 hrs.
BU 305 (Marketing)	3 hrs.
BU 310 (Business Law)	3 hrs.
BU 325 (Entrepreneurship)	3 hrs.
BU 360 (Management Comm.)	3 hrs.
BU 422 (Business Ethics)	3 hrs.
BU 460 (International Business)	3 hrs.
IS 255 (Information Systems)	3 hrs.

## Foundation Courses

ED 101 (Orientation to Teaching)	1 hr.
ED 200 (American Education)	3 hrs.
ED 310 (Assessment of Learning)	3 hrs.
ES 350 (Media and Technology)	3 hrs.
ED 403 (Exceptional Children)	3 hrs.

## Professional Courses

ES 300 (Curriculum)	3 hrs.
ES 300P (Curriculum Practicum)	1 hr.
ES 400 (August Experience)	1 hr.
ES 401 (Methods Practicum)	5 hrs.
ES 425 (Instructional Strategies)	3 hrs.
ES 451 (Classroom/Behavior Mgmt)	3 hrs.
ES 475 (Student Teaching)	12 hrs.

TOTAL 130 hrs.

## ENGLISH EDUCATION

The general purpose of the English Education curriculum is to provide a program which broadens students' knowledge and gives them a firm Christian foundation. The general core in the curriculum gives students experiences in areas in addition to English and teaches them a Christian philosophy and worldview. Students take courses in communication skills, humanities, history and the behavioral sciences, science and mathematics, physical wellness, and Christian ministries in addition to courses in literature, old and new, western and non-western, and in writing both creatively and informatively. This knowledge base is then paired with pedagogy and experience to create knowing, sharing, and caring teachers for today's classrooms.

### BACHELOR OF ARTS OPTION

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communications)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
Foreign Language (French or Spanish)	3 hrs.

##### Social & Behavioral Science

History (American or World)	3 hrs.
PY 220 (Human Growth)	3 hrs.

##### Natural Sciences/Mathematical Reasoning

SC 110 (Issues in Biology)	4 hrs.
Mathematics	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar) 2 hrs.

SS 400 (Senior Seminar) 1 hr.

TOTAL 44 hrs.

#### MAJOR LOWER AND UPPER LEVEL COURSES

##### Humanities Courses

Foreign Language	3 hrs.
------------------	--------

##### English Content Courses

EN 260 (Advanced Grammar)	3 hrs.
EN 311 (Adolescent Literature)	3 hrs.
EN 340 (Non-Western World Literature)	3 hrs.
EN 345 (Major American Authors I)	3 hrs.
EN 346 (Major American Authors II)	3 hrs.
EN 370 (Advanced Composition) OR EN 375 (Creative Writing)	3 hrs.
EN 380 (History/English Language)	3 hrs.
EN 395 (Critical Theories)	3 hrs.
EN 445 (Major British Authors I)	3 hrs.
EN 446 (Major British Authors II)	3 hrs.
EN 447 (Major Western Authors I)	3 hrs.
EN 448 (Major Western Authors II)	3 hrs.
EN 490 (Shakespeare)	3 hrs.

##### Foundation Courses

ED 101 (Orientation to Teaching)	1 hr.
ED 200 (American Education)	3 hrs.
ED 310 (Assessment of Learning)	3 hrs.
ES 350 (Media & Technology)	3 hrs.
ED 403 (Exceptional Children)	3 hrs.

## Professional Courses

ES 300 (Curriculum)	3 hrs.
ES 300P (Curriculum Practicum)	1 hr.
ES 310 (Reading in Content Area)	3 hrs.
ES 412 (Methods of Teaching English)	3 hrs.
ES 400P (August Experience)	1 hr.
ES 401P (Methods Practicum)	5 hrs.
ES 451 (Classroom/Behavior Mgmt)	3 hrs.
ES 475 (Student Teaching)	12 hrs.

TOTAL 130 hours

**BACHELOR OF SCIENCE OPTION**

## LIBERAL ARTS CORE

## Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communications)	3 hrs.

## Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

## Social &amp; Behavioral Science

History (American or World)	3 hrs.
PY 220 (Human Growth)	3 hrs.

## Natural Sciences/Mathematical Reasoning

SC 110 (Issues in Biology) (Lab course)	4 hrs.
Mathematics	3 hrs.

## Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

## Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar) 2 hrs.

SS 400 (Senior Seminar) 1 hr.

Total 44 hrs.

## MAJOR LOWER AND UPPER LEVEL COURSES

EN 260 (Advanced Grammar)	3 hrs.
EN 311 (Adolescent Literature)	3 hrs.
EN 340 (Non-Western World Literature)	3 hrs.
EN 345 (Major American Authors I)	3 hrs.
EN 346 (Major American Authors II)	3 hrs.
EN 370 (Advanced Composition) OR EN 375 (Creative Writing)	3 hrs.
EN 380 (History English Language)	3 hrs.
EN 395 (Critical Theories)	3 hrs.
EN 445 (Major British Authors I)	3 hrs.
EN 446 (Major British Authors II)	3 hrs.
EN 447 (Major Western Authors I)	3 hrs.
EN 448 (Major Western Authors II)	3 hrs.
EN 490 (Shakespeare)	3 hrs.

## Foundation Courses

ED 101 (Orientation to Teaching)	1 hr.
ED 200 (American Education)	3 hrs.
ED 310 (Assessment of Learning)	3 hrs.
ES 350 (Media & Technology)	3 hrs.
ED 403 (Exceptional Children)	3 hrs.

## Professional Courses

ES 300 (Curriculum)	3 hrs.
ES 300P (Curriculum Practicum)	1 hr.
ES 310 (Reading in Content Area)	3 hrs.
ES 412 (Methods of Teaching English)	3 hrs.
ES 400P (August Experience)	1 hr.
ES 401P (Methods Practicum)	5 hrs.
ES 451 (Classroom/Behavior Mgmt)	3 hrs.
ES 475 (Student Teaching)	12 hrs.

TOTAL 127 hrs.

## HISTORY EDUCATION

The Secondary History Education major leads to a Bachelor of Science degree and prepares students for teaching history in grades 6 through 12. The program is designed to produce **knowing** teachers who have internalized content of breadth and depth enabling them to instruct history as a specialty field. The required foundational and professional courses will ensure and enhance abilities characteristic of **sharing** and **caring** instructors.

### BACHELOR OF SCIENCE

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

##### Social and Behavioral Sciences

HY 272 (American History I)	3 hrs.
PY 210 (General Psychology)	3 hrs.

##### Natural Science/Mathematical Reasoning

Science (Lab course)	4 hrs.
Mathematics (College Algebra or a higher math)	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total 44 hrs.

#### MAJOR LOWER AND UPPER LEVEL COURSES

##### Social/Behavioral Sciences

###### Content Courses Lower Level:

BU 200 (Macroeconomics)	3 hrs.
GY 101 (Human Geography)	3 hrs.
HY 273 (American History II)	3 hrs.
PS 101 (American Government)	3 hrs.
SO 172 (Sociology)	3 hrs.

###### Upper Level:

HY 305 (Non-Western History)	3 hrs.
Upper Level European History	9 hrs.
Upper Level American History	6 hrs.
Upper Level History	3 hrs.

##### Foundation Courses

ED 101 (Orientation to Teaching)	1 hr.
ED 200 (American Education)	3 hrs.
PY 220 (Human Growth)	3 hrs.
ED 310 (Assessment of Learning)	3 hrs.
ES 350 (Media & Technology)	3 hrs.
ED 403 (Exceptional Children)	3 hrs.

##### Professional Courses

ES 300 (Curriculum)	3 hrs.
ES 300P (Curriculum Practicum)	1 hr.
ES 430 (Social Studies Methods)	3 hrs.
ES 400P (August Experience)	1 hr.
ES 401P (Methods Practicum)	5 hrs.
ES 451 (Classroom Behavior Mgmt)	3 hrs.
ES 475 (Student Teaching)	12 hrs.

TOTAL 124 hrs.

## MATHEMATICS EDUCATION

The Mathematics Secondary Education Major leads to the Bachelor of Science degree and prepares students for a teaching career in grades six through twelve. The Mathematics Secondary Education Major is designed to develop knowing, sharing, and caring teachers with a Christian philosophy who are specialists in mathematics education. Strong emphasis is placed on learning the mathematics content, on the NCTM Curriculum Standards and on the student's ability to exhibit effective practices in the preparation of and delivery of lessons.

### BACHELOR OF SCIENCE

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman English)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
EN 340 (Multi-Ethnic Literature) OR HU 200 (Art-Music Appreciation) <sup>3</sup>	hrs.

##### Social & Behavioral Science

History	3 hrs.
PY 220 (Human Growth)	3 hrs.

##### Natural Sciences/Mathematical Reasoning

Science (Lab course)	4 hrs.
MA 175 (Pre-Calculus) OR MA Elective (MA 242 or higher)	3-4 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpretation Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total 43-44 hrs.

## MAJOR LOWER AND UPPER LEVEL COURSES

### Mathematics Content Courses

MA 200 (Statistics) OR MA 400 (Probability)	3 hrs.
MA 220 (Linear Algebra I)	3 hrs.
MA 240 (Differential Calculus)	4 hrs.
MA 241 (Integral Calculus)	4 hrs.
MA 300 (Geometry)	3 hrs.
MA 321 (Discrete Mathematics)	3 hrs.
MA 367 (Solution Programming)	3 hrs.
MA 420 (Abstract Algebra)	3 hrs.
MA 450 (Mathematical Topics)	3 hrs.
Math Electives	6 hrs.
MA 242 (Multivariable Calculus)	
MA 310 (Topology)	
MA 320 (Linear Algebra II)	
MA 350 (Differential Equations)	
MA 400 (Probability)	
MA 440 (Mathematical Analysis)	
MA 441 (Numerical Analysis)	

### Foundation Courses

ED 101 (Orientation to Teaching)	1 hr.
ED 200 (American Education)	3 hrs.
ED 310 (Assessment of Learning)	3 hrs.
ES 350 (Media & Technology)	3 hrs.
ED 403 (Exceptional Children)	3 hrs.

### Professional Courses

ES 300 (Curriculum)	3 hrs.
ES 300P (Curriculum Practicum)	1 hr.
ES 400P (August Experience)	1 hr.
ES 401P (Methods Practicum)	5 hrs.
ES 420 (Secondary Math Methods)	3 hrs.
ES 451 (Classroom/Behavior Mgmt)	3 hrs.
ES 475 (Student Teaching)	12 hrs.

TOTAL 120-121 hrs.

## MUSIC EDUCATION (K-12)

The Bachelor of Music Education degree is offered for the purpose of training qualified students to teach music from pre-school through grade twelve in public or private schools. In addition to the general knowledge base and Christian foundation in the core curriculum, candidates receive a broad and thorough foundation in music theory, history, performance, and pedagogy. Included in the program is approximately 800 hours of contact time in the public schools. The degree is offered with a choice of two tracks: choral or instrumental.

### BACHELOR OF MUSIC EDUCATION

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
MU 300 (World Music)	2 hrs.

##### Social and Behavioral Science

History (American or World)	3 hrs.
PY 220 (Human Growth)	3 hrs.

##### Natural Sciences/Mathematical Reasoning

Science (Lab course)	4 hrs.
Mathematics	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total 43 hrs.

## MAJOR LOWER AND UPPER LEVEL COURSES

### Music Content Courses

MU 140, 141 (Music Theory I & II)	6 hrs.
MU 142, 143 (Sight Sing/Ear Train)	2 hrs.
MU 220, 230 (Music History/Lit. I & II)	6 hrs.
MU 240, 241 (Music Theory III & IV)	6 hrs.
MU 242, 243 (Sight Sing/Ear Train)	2 hrs.
MU 350 (Orchestration and Arranging)	2 hrs.
MU 400 (Conducting)	3 hrs.
MU 400P (Conducting Practicum)	NC

### Applied Music

Major Instrument	14 hrs.
Minor Instrument	4 hrs.
MU 099 (Music Seminar)	NC
Large Ensemble	4 hrs.

### Foundation Courses

ED 101 (Orientation to Teaching)	1 hr.
ED 200 (American Education)	3 hrs.
ED 310 (Assessment of Learning)	3 hrs.
ME 350 (Media and Technology)	3 hrs.
ED 403 (Exceptional Children)	3 hrs.

### Professional Courses

ME 302 (Curriculum and Methods P-6)	3 hrs.
ME 302P (Methods Practicum P-6)	1 hr.
ME 390P (August Experience P-6)	2 hr.
ME 391P (August Experience 7-12)	2 hr.
ME 402 (Curriculum and Methods 7-12)	3 hrs.
ME 402P (Methods Practicum 7-12)	1 hr.
ME 451 (Classroom Behavior Mgmt)	3 hrs.
ME 475 (Student Teaching)	12 hrs.

### CHOOSE ONE OF THE FOLLOWING EMPHASES:

#### CHORAL TRACK

MU 327 (Choral Literature & Tech)	3 hrs.
MU 327P (Choral Lit/Tech Practicum)	NC
Choose one of the following:	2 hr.
MU 225 (Brass/Percussion Techniques)	
MU 255 (Woodwind/String Techniques)	

#### INSTRUMENTAL TRACK

MU 225 (Brass /Percussion Techniques)	2 hr.
MU 255 (Woodwind/Strings Techniques)	2 hr.
MU 299 (Instrumental Tech Practicum)	NC

TOTAL 136-137 hrs.



# ENGLISH

## PURPOSE

The Bachelor of Arts degree in English is designed to lead students into greater appreciation for excellent writing and enhanced skill in written communication. As students read widely and probingly, they gain appreciation for the range of human experience and expression found in literature. A well-structured program sampling the masterpieces of Western and non-Western literature, especially those written in English, gives valuable preparation for anyone preparing to work with people. For example, ministers, doctors, lawyers, counselors, public relations experts, teachers, and many others find a broad knowledge of literature helpful. In addition, studies in the history of the English language and in the grammatical structure of English allow the students an expanded understanding of some of the literary and linguistic changes that have occurred. Through the process of exploring these various areas, students are challenged to develop their own writing skills, both in analyzing these writers and in capturing their own ideas and experiences in words.

## GOALS

The specific course requirements in sophomore, junior, and senior level English courses are designed to accomplish three goals:

1. Provide a solid base of understanding of major literary works written in English and the complexity of ideas expressed in them.
2. Provide a basic understanding of the history of the English language and the grammatical structure of English.
3. Provide the skills needed to use written English effectively.

## OBJECTIVES

Graduates of the English programs offered by the School of Arts and Sciences should possess the following knowledge and skills:

English graduates should know the following:

1. Major periods, movements, authors and works in British, American, and World literature.

2. Fundamental literary devices, themes, forms, genres and theories.
3. Influences, changes, and forms that make up the history of the English language.
3. The basic grammatical structures of standard English.
4. The terminology of grammar, literature, linguistics, and literary criticism.

English graduates should be able to do the following:

1. Employ research methods appropriate to academic studies and incorporate research into writing.
2. Analyze literature by forming a thesis about literary text and arguing persuasively for that thesis in a well-supported essay.
3. Write clearly and fluently, organize coherently and logically, and edit writing to conform to standard usage.

## ADMISSIONS REQUIREMENTS

Acceptance into the English Department includes submission of the following to the Chair of the English Department:

1. An application form.
2. An application letter which states the student's purpose, vision, or plan for use of the degree.
3. A portfolio containing samples from EN 101, EN 102, and EN 200.
4. A timed essay writing sample. Instructions for the essay may be obtained from the Department Chair.
5. An overall grade point average of 2.50.

## GRADUATION REQUIREMENTS

Completion of all basic requirements for graduation from Emmanuel College includes completion of core curriculum and major requirements for the Bachelor of

Arts in English and a minimum grade point average of 2.50.

Candidates for the Bachelor of Arts degree in English will submit a 20-25 page research project in standard academic structural style and MLA format to the department chair the 10th week of the student's final semester. The project will be the result of two semesters of research and close work with an advisor in the department. Upon final departmental approval, the paper will be presented in a public venue.

In addition, the English faculty will conduct an Exit Interview of each candidate. The interview will provide an opportunity for both the faculty and the student to assess the effectiveness of the English program at Emmanuel College and assist the candidate in planning for the next step of his/her academic education or for the job market.

All students receiving an English or English Education degree are required to take the ETS Major Fields Test "English in Literature" during their final semester. The test will be used to assess the effectiveness of the English program and will be given at no cost to the student.

## ENGLISH MAJOR

### BACHELOR OF ARTS

#### LIBERAL ARTS CORE

#### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

#### Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

#### Social and Behavioral Science

History	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.

#### Natural Science/Mathematical Reasoning

Science (Lab course)	4 hrs.
Mathematics	3 hrs.

#### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

#### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total	44 hrs.
-------	---------

### MAJOR LOWER AND UPPER LEVEL COURSES

#### Humanities Courses

Foreign Language	12 hrs.
------------------	---------

#### English Content Courses

EN 260 (Advanced Grammar)	3 hrs.
EN 340 (Non-Western World Literature)	3 hrs.
EN 345 (Major American Authors I)	3 hrs.
EN 346 (Major American Authors II)	3 hrs.
EN 370 (Advanced Composition)	3 hrs.
EN 375 (Creative Writing)	3 hrs.
EN 380 (History/English Language)	3 hrs.
EN 395 (Critical Theories)	3 hrs.
EN 445 (Major British Authors I)	3 hrs.
EN 446 (Major British Authors II)	3 hrs.
EN 447 (Major Western Authors I)	3 hrs.
EN 448 (Major Western Authors II)	3 hrs.
EN 490 (Shakespeare)	3 hrs.
EN 474 (Senior Research Project I)	1 hr.
EN 475 (Senior Research Project II)	1 hr.

Minor	18 hrs.
-------	---------

General Electives	6 hrs.
-------------------	--------

Majors may select courses from other departments on campus or from upper level English courses as available.

TOTAL	121 hours
-------	-----------

## ENGLISH MINOR

### ADMISSIONS REQUIREMENTS

To be approved as a minor in English, students must submit an application form to the chair of the English and Modern Languages Department.

### REQUIREMENTS

In addition to completing the requirements of the liberal arts core and the requirements for a major in another area, the following courses must be taken to qualify as an English minor:

One of the following language courses:	3 hrs.
EN 260 (Advanced Grammar)	
EN 370 (Advanced Composition)	
EN 380 (History of the English Language)	
Five upper level English courses <sup>1</sup>	15 hrs.
TOTAL	18 hrs.

<sup>1</sup> The student taking the English minor is strongly encouraged to select a course in Western World Literature if he/she does not include a course in world history (HY 110/111) in fulfillment of the liberal arts core.

# HISTORY

## PURPOSE

The study of history provides a framework within which the student can systematically investigate certain ideas, concepts, and trends which have characterized the collective experience and expression of mankind. This study can provide insights into our world and provoke thought for exploration. History helps provide a framework and an ordered sequence of events to aid the student's understanding of the past, present, future and God's works in history. History provides perspective and the accumulated experience of the past so essential to one's personal enrichment and personal balance.

## GOALS

Part of the task of the student of history is to determine the nature, source, and validity of historical knowledge. The historian has the burden of trying to accurately reconstruct the past and then to bring meaning to it.

For centuries the study of history has been an integral part of college level studies. In particular, Emmanuel College emphasizes historical studies because Christianity has had such a profound influence on world history.

## OBJECTIVES

1. The Graduate of Emmanuel College with a Bachelor's Degree in History should know:
  - a. The significant social, cultural, economic, and political trends in American and European history.
  - b. The development of social institutions in Western and Non-Western societies.
  - c. The significant intellectual trends of Western Civilization.
  - d. The development of the Christianity and its impact on Western and World Civilizations.
  - e. The major historical periods of Western European and American history. Identify and justify
  - f. The origin and development of western democracy.
2. Students with a degree in History from Emmanuel College should be able to:

- a. Use the proper techniques for evaluating historical works.
- b. Apply the methods and practice of historical research.
- c. Present historical work in written and oral form.
- d. Integrate Biblical truth with historical understanding.
- e. Research, organize, and write an original historical essay.
- f. Describe the development of the major social institutions (e.g. church, political parties, economic status) making up their lives.

## ADMISSIONS REQUIREMENTS

1. Submit application to Social and Behavioral Sciences Department requesting entry to the History Major program.
2. The student must have earned a cumulative grade point average of 2.00 or above on all work attempted. A minimum grade of "C-" is required in English 101, English 102, and oral communications.

## GRADUATION REQUIREMENTS

1. Completion of all basic requirements for graduation from Emmanuel College including the liberal arts core requirements and electives.
2. Completion of requirements for the History Major (Bachelor of Arts or Bachelor of Science). At least forty (40) hours must be upper level courses.
3. Completion of requirements for Minor in another department for the Bachelor of Science in History OR Completion of fifteen (12) hours of Foreign Language for the Bachelor of Arts in History.
4. Maintain a minimum grade point average of 2.00, produce a senior paper under the direction of a member of the History Department faculty, and perform satisfactorily on an exit examination.

**HISTORY MAJOR****BACHELOR OF SCIENCE OPTION**

## LIBERAL ARTS CORE

## Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

## Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy Theater/Foreign Language/Literature	3 hrs.

## Social and Behavioral Science

HY 272 (American History I)	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.

## Natural Science/Mathematical Reasoning

Science (Lab course)	4 hrs.
Mathematics	3 hrs.

## Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

## Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

## FS 101 (Freshman Seminar)

2 hrs.

## SS 400 (Senior Seminar)

1 hr.

## Total

44 hrs.

**MAJOR LOWER AND UPPER LEVEL COURSES**

## History Major Courses

HY 273 (American History II)	3 hrs.
HY 110 & 111 (Western Civ I & II)	6 hrs.
US History electives:	12 hrs.
HY 335 – Birth of American Nation	
HY 345 – Growth of American Nation	
HY 435 – Expansion of American Nation	
HY 470 – Special Topics in American History	
HY 301 -- History of Georgia	

## Non-US History electives:

12 hrs.

HY 315 – Renaissance/Reformation/

HY 411 – 19th Century Europe

HY 412 – 20th Century Europe

HY 305 -- Non-Western History

HY 312 – History of Christianity

HY 490 – Historiography

3 hrs.

## Minor Area

18 hrs.

## Electives

22 hrs.

## TOTAL

120 Hrs.

**BACHELOR OF ARTS OPTION**

## LIBERAL ARTS CORE

## Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

## Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy Theater/Foreign Language/Literature	3 hrs.

## Social and Behavioral Science

HY 272 (American History I)	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography	3 hrs.

## Natural Science/Mathematical Reasoning

Science (Lab course)	4 hrs.
Mathematics	3 hrs.

## Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

## Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

## FS 101 (Freshman Seminar)

2 hrs.

## SS 400 (Senior Seminar)

1 hr.

## Total

44 hrs.

## MAJOR LOWER AND UPPER LEVEL COURSES

History Major Courses	36 hrs.
HY 273 (American History II)	3 hrs.
HY 110 & 111 (Western Civ I & II)	6 hrs.
US History electives:	12 hrs.
HY 335 – Birth of American Nation	
HY 345 – Growth of American Nation	
HY 435 – Expansion of American Nation	
HY 470 – Special Topics in American History	
HY 301 -- History of Georgia	
Non-US History electives:	12 hrs.
HY 315 – Renaissance/Reformation/	
HY 411 – 19th Century Europe	
HY 412 -- 20th Century Europe	
HY 305 -- Non-Western History	
HY 312 – History of Christianity	
HY 490 – Historiography	3 hrs.
Foreign Language (French, Spanish, Greek)	12 hrs.
Minor	18 hrs.
Electives	10 hrs.
<b>TOTAL</b>	<b>120 Hrs.</b>

**HISTORY MINOR****ADMISSIONS REQUIREMENTS**

History Minor applicants must submit an application for entry to the program to the Social and Behavioral Sciences Department. Qualifications for admission to the History Minor:

1. Completion of one course in history at Emmanuel College with the grade of “C-” or higher;
2. Grade point average of at least 2.00;  
Enlightenment
3. Maintain an average of 2.5 in history courses.

**REQUIREMENTS**

In addition to completion of the Liberal Arts Core and completion of the requirements for the major in another area, the following courses must be taken to qualify as a History Minor.

## Lower Level History Requirements:

The History Minor must take all four lower level history courses. Since the Liberal Arts Core requires one history course for all students, the departmental requirement is for the History Minor to take the other three lower level history courses, nine hours of which will meet the History Minor requirement.

HY 110*, 111* (Western Civ I & II) and HY 272*, 273* (American I & II)	9 hrs.
---	--------

\*One course is a Liberal Arts Core requirement.

## Upper Level History Course Requirements:

The History Minor must take upper level courses in both American and non-American history. All upper level courses must not be in the same general field of study. This is a nine hour requirement.

Upper Level American History	3 hrs.
Upper Level European/World History	3 hrs.
Upper Level History Course Elective	3 hrs.

<b>TOTAL</b>	<b>18 hrs.</b>
--------------	----------------

# KINESIOLOGY

## PURPOSE

The Bachelor of Science degree in Kinesiology prepares a student for career opportunities in two areas of specialization. The student who specializes in the sport management area will receive a strong background in sports as well as a strong business component allowing him/her to develop skills enabling the student to hold management level positions in organized sport.

Those students specializing in exercise science will also receive a strong background in sports with an emphasis on wellness and care of injuries allowing them to seek careers related to health and wellness in schools, community, or business. The program also seeks to fulfill prerequisites to professional schools in allied health fields.

## GOALS

1. To provide the education and training through kinesiology courses that are essential to successful employment after graduation.
2. To prepare the student for the successful pursuit of either graduate study or a career in sports related fields.
3. To provide a Christian worldview of sports in our society and the importance of an active and healthy lifestyle.

## OBJECTIVES

All students completing the curriculum for the Bachelor of Science in Kinesiology will be able to do the following:

1. Demonstrate a knowledge of the history of physical education and sport.
2. Demonstrate a knowledge of the principles of physical fitness, first aid, and safety.
3. Demonstrate a knowledge of basic sport skills in several lifetime and team sports.
4. Demonstrate a knowledge of personal and community health.

5. Explain the use of physical activities in meeting the individual needs of the physically disabled.
6. Explain the functioning of the human body in movement activities, as well as how humans learn motor skills.
7. Demonstrate a knowledge of the measurement of physical activities and skills.
8. Demonstrate a knowledge of care and prevention of athletic injury skills.

In addition, the student specializing in sports management will be able to do the following:

1. Demonstrate a knowledge of principles of management in organized sport.
2. Explain the legal implications of providing athletic services to schools, communities, and businesses.
3. Demonstrate a knowledge of the promotion and marketing of sport and physical activity programs.

In addition, the student specializing in exercise science will be able to do the following:

1. Explain the basic principles of nutrition and diet planning.
2. Demonstrate a knowledge of exercise testing and exercise prescriptions.
3. Demonstrate a knowledge of the scientific basis for principles of health fitness.

## ADMISSION REQUIREMENTS

An entering freshman must meet the overall college requirements to enter the Kinesiology program. An upperclassman must have earned a cumulative grade point average of 2.0 or above.

## GRADUATION REQUIREMENTS

In order to graduate with a Kinesiology degree a student must:

1. Complete the requirements listed below for the Kinesiology curriculum, for a total number of at least 120 semester hours.

2. Earn a minimum grade point average of 2.0 for all course work taken. No grade below a "C-" in required Kinesiology courses will be accepted for graduation credit. In the event a grade of "D" or lower is earned in a required course, that course must be retaken until at least a "C-" grade is earned.

3. Take the exit examination as required by the Kinesiology faculty and earn a passing grade of 70% or higher.

4. Also, the Kinesiology faculty will conduct an exit interview with each candidate for graduation. This interview is for the purpose of assessment of the program and assistance for the student in post-graduation plans.

### **KINESIOLOGY MAJOR**

#### **SPORTS MANAGEMENT OPTION BACHELOR OF SCIENCE**

#### **LIBERAL ARTS CORE**

##### **Communication Skills**

EN 101, 102 (Freshman Composition) 6 hrs.  
CM 130 (Intro. to Communication) 3 hrs.

##### **Humanities**

EN 200 (Intro to Literature) 3 hrs.  
Art-Music Appreciation/Philosophy/  
Theater/Foreign Language/Literature 3 hrs.

##### **Social and Behavioral Science**

History (American or World) 3 hrs.  
Political Science/Psychology/Sociology/  
Economics 3 hrs.

##### **Natural Science/Mathematical Reasoning**

SC 220 (Chemistry I) 4 hrs.  
MA 200 (Statistics) 3 hrs.

##### **Christian Ministries**

BI 111 (Biblical Literature & History) 3 hrs.  
BI 112 (Interpreting Biblical Literature) 3 hrs.  
BI 300 (Gospel of John) 3 hrs.

TH 237 (Christian Ethics) 3 hrs.

##### **Physical Wellness**

PE 105 (Total Fitness) 1 hr.

FS 101 (Freshman Seminar) 2 hrs.

SS 400 (Senior Seminar) 1 hr.

**Total** 44 hrs.

#### **MAJOR LOWER AND UPPER LEVEL COURSES**

##### **Business Courses**

BU 250 (Computer Applications) 3 hrs.

BU 261 (Financial Accounting I) 3 hrs.

BU 300 (Management) 3 hrs.

BU 305 (Marketing) 3 hrs.

BU 310 (Business Law) 3 hrs.

BU 410 (Human Resources Mgmt) 3 hrs.

##### **Health and Physical Education**

KN 215 (First Aid and Safety) 1 hrs.

KN 218 (PE, Exercise Science, Sport) 3 hrs.

KN 219 (Personal Health) 3 hrs.

KN 221 (Sports Officiating) 2 hrs.

KN 313 (Organization/Administration) 3 hrs.

KN 319 (Athletic Training) 3 hrs.

KN 321 (Kinesiology) 3 hrs.

KN 330 (Sports Psychology) 3 hrs.

KN 401 (Tests and Measurements) 3 hrs.

KN 414 (Exercise Physiology) 3 hrs.

KN 450 (Internship) 3 hrs.

KN 452 (Internship) 3 hrs.

KN Electives (KN314, KN322, KN413) 6 hrs.

##### **Natural Science**

SC 111 (Biology I) 4 hrs.

SC 330 (Human Anatomy I) 4 hrs.

**Electives** 12 hrs.

**TOTAL** 121 hrs.



**EXERCISE SCIENCE OPTION  
BACHELOR OF SCIENCE**

**LIBERAL ARTS CORE**

Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Theater/Philosophy	
Foreign Language/Literature	3 hrs.

Social and Behavioral Science

History (American or World)	3 hrs.
Political Science/Psychology/ Sociology/Economics	3 hrs.

Natural Science/Mathematical Reasoning

SC 220 (Chemistry I)	4 hrs.
MA 200 (Statistics)	3 hrs.

Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total 44 hrs.

**MAJOR LOWER AND UPPER LEVEL COURSES**

Health and Physical Education

KN 215 (First Aid and Safety)	1 hrs.
KN 218 (History and Philosophy of PE)	3 hrs.
KN 219 (Personal Health)	3 hrs.
KN 314 (Nutrition)	3 hrs.
KN 319 (Athletic Training)	3 hrs.
KN 321 (Kinesiology)	3 hrs.
KN 322 (Exercise Testing Prescription)	3 hrs.
KN 330 (Sports Psychology)	3 hrs.
KN 401 (Tests and Measurements)	3 hrs.

KN 413 (Motor Learning)	3 hrs.
KN 414 (Exercise Physiology)	3 hrs.
KN 454 (Internship)	3 hrs.
KN 456 (Internship)	3 hrs.
KN Electives (KN221, KN313, SC 221, SC241)	6 hrs.

Natural Science

SC 111 (Biology I & II)	8 hrs.
SC 240 (Physics I)	4 hrs.
SC 330 (Human Anatomy I & II)	8 hrs.

Social and Behavioral Science

PY 220 (Human Growth)	3 hrs.
-----------------------	--------

Electives

10 hrs.

**TOTAL**

**120 hrs.**

## **KINESIOLOGY MINOR**

### **PURPOSE**

The field of Kinesiology is growing at a rapid pace. There are many students that are interested in the field of Kinesiology, but are involved in different majors. Our Kinesiology program is very strong here at Emmanuel College and offering a minor would better serve the student demand for such a program.

### **GOAL**

The goal of the Kinesiology minor is to enable a student to increase their knowledge in order help place in the professional allied health world.

### **OBJECTIVES**

Students completing a minor in kinesiology will be able to:

1. Demonstrate an understanding of how motor skills are obtained in life and understand the role of practice in the retention and improvement of motor skills.
2. Demonstrate knowledge of first aid procedures when dealing with all injuries.
3. Practice sound techniques in the prevention and care of athletic injuries.
4. Formulate a professional exercise regimen for athlete's as well as the general public.

### **REQUIREMENTS**

In addition to completing the requirements of the liberal arts core and the requirements for a major in another area, the following courses must be taken to qualify as a Kinesiology Minor:

KN 215 (First Aid and Safety)	1 hrs.
KN 219 (Personal Health & Wellness)	3 hrs.
KN 319 (Athletic Training)	3 hrs.
KN 322 (Exercise Testing)	3 hrs.
KN 330 (Sport Psychology)	3 hrs.
KN 413 (Motor Learning)	3 hrs.
KN 414 (Exercise Physiology)	3 hrs.
<b>TOTAL</b>	<b>19 hrs.</b>

# MATHEMATICS

## PURPOSE

Those completing the mathematics degree will have the background to pursue graduate level mathematics, an occupation in mathematics, or other occupations relating to mathematics. The program will give the student experience in mathematical reasoning, problem solving, mathematical systems and structures, technical communications and programming. The program encourages each student to develop his/her own interests in mathematics. This is accomplished by giving the student the choice in determining a program specific to his/her needs. Areas of concentration include pure mathematics, applied mathematics, analysis, geometry/topology, algebra, probability and computational mathematics. In addition to the study of mathematics, the program seeks to improve the student's relationship with Jesus Christ by training him/her to broaden his/her Christian worldview and instilling the desire for Christian ethics in the workplace.

## GOALS

The specific course requirements in mathematics courses are designed to accomplish the following goals:

1. Provide a foundation and appreciation of mathematical understanding by requiring a variety of courses in the major mathematical areas
2. Develop the student's ability to think critically and creatively
3. Give sufficient flexibility in the study of pure and applied mathematics
4. Move the student from teacher-centered learning to independent learning
5. Provide mathematical knowledge and communication, thinking and problem solving skills needed in our society to fill economic, political, teaching, and scientific roles

## OBJECTIVES

In completing the curriculum for the Bachelor of Arts in Mathematics, the student will be able to:

1. Create appropriate mathematical constructs for problems and solve them.
2. Demonstrate the ability to reason mathematically, prove conjectures and identify flaws in analysis.
3. Demonstrate knowledge of concepts, structures, results and methods from different branches of mathematics and apply them in analysis of data and problems.
4. Communicate problems, mathematical approaches and results effectively.
5. Apply technology to effectively analyze data and solve problems.

## ADMISSION REQUIREMENTS

The student must have completed MA175 Precalculus and earned at least a "C-". Permission to enter into the mathematics program must be given by the department chairperson and/or department faculty.

A transfer student's course work will be evaluated by the department chairperson and/or department faculty before admission is granted into the program.

## GRADUATION REQUIREMENTS

The student must have completed the core curriculum and the requirements for the Bachelor in Mathematics. The student must have received at least "C-" in each mathematics course taken as well as have a minimum grade point average of 2.5.

**MATHEMATICS MAJOR****BACHELOR OF SCIENCE**

## LIBERAL ARTS CORE

## Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

## Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

## Social and Behavioral Science

History	3 hrs.
Political Science/Psychology/ Sociology/Economics	3 hrs.

## Natural Science/Mathematical Reasoning

Science (Lab Sequence)	8 hrs.
MA 240 (Differential Calculus)	4 hrs.

## Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

## Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
---------------------------	--------

SS 400 (Senior Seminar)	1 hr.
-------------------------	-------

Total	49 hrs.
-------	---------

**MAJOR LOWER AND UPPER LEVEL COURSES**

## Mathematics Courses

MA 200 (Statistics) OR MA 400 (Probability)	3 hrs.
MA 220 (Linear Algebra I)	3 hrs.
MA 241 (Integral Calculus)	4 hrs.
MA 242 (Multivariable Calculus)	3 hrs.
MA 320 (Linear Algebra II)	3 hrs.
MA 321 (Discrete Mathematics)	3 hrs.
MA 420 (Abstract Algebra)	3 hrs.

MA 440 (Mathematical Analysis)	3 hrs.
--------------------------------	--------

Mathematics Electives:	15 hrs.
------------------------	---------

MA 310 (Topology)

MA 350 (Differential Equations)

MA 367 (Solution Programming)

MA 400 (Probability)

MA 441 (Numerical Analysis)

MA 450 (Mathematical Topics)

General Electives/Minor Area*	33 hrs.
-------------------------------	---------

TOTAL	122 hrs.
-------	----------

\*It is recommended that mathematics majors minor in business or information systems as well as complete at least two of the three following sequences: SC 111/112; SC 220/221; SC 240/241.

## MATHEMATICS MINOR

### ADMISSIONS REQUIREMENTS

The student must have completed MA 175 Precalculus and earned at least a “C-.” Permission to enter into the mathematics program must be given by the department chair. The Mathematics faculty will assist the major department advisor with any questions on advisement for registration in the minor.

### REQUIREMENTS

In addition to completing the requirements of the liberal arts core and completion of the requirements for a major in another area, the following courses must be taken to qualify as a Mathematics Minor. There can be no duplication of course work in this minor. If any of the following courses are required by one’s major, additional courses will need to be taken for a total of 18 hours of credit for the minor. A grade of “C-“ or higher in each course is required.

MA 240 (Differential Calculus)	4 hrs.
MA 241 (Integral Calculus)	4 hrs.
MA 242 (Multivariable Calculus)	3 hrs.
Electives	6 hrs.
MA 200 (Statistics)	
MA 220 (Linear Algebra I)	
MA 310 (Topology)	
MA 320 (Linear Algebra II)	
MA 321 (Discrete Mathematics)	
MA 350 (Differential Equations)	
MA 400 (Probability)	
MA 440 (Mathematical Analysis)	
Total	17 hrs.

# MUSIC

## PURPOSE

The Bachelor of Arts Degree in Music is offered for the purpose of training qualified students whose career goals include performance, teaching, or church music. A broad and thorough foundation is provided in music theory, music history and literature. Artistic achievement is stressed in the student's major applied area through the development of performance skills and general musicianship. The degree is offered with a choice of emphases: Vocal Performance, Piano Performance, or Instrumental Performance.

## GOALS

The goals of the degree are to guide students into the pursuit of academic and artistic excellence within the framework of the Emmanuel College Philosophy, Mission and Institutional Aims. Furthermore, the Music Department will seek to develop students who will make significant contributions to their world through the sharing of these artistic achievements.

## OBJECTIVES

The Music Department shares Emmanuel College's commitment to a Christian liberal arts education, and functions as an integral part of that commitment: to enrich the cultural experiences of the general student body, and to prepare music students for the professional practice of music in performance, teaching, and worship. We are committed to develop musicians who possess knowledge, skills, and competence in the field.

Music program graduates should know the following:

1. Elements of the language of music: notation and analysis of pitch, rhythm, harmony, timbre, texture, form, and terminology applicable to instruments and voices.
2. Characteristics of artistic tone production, expressiveness, precise articulation, and correct performance practices of one's major instrumental or vocal concentration.
3. Fundamentals of music theory and practice of the tonal musical periods and basic concepts of contemporary

styles: harmony, texture, voice-leading, transposition, and modulation.

4. History of Western musical styles and forms from the medieval to contemporary periods, including secular and sacred masterworks for solo voices, instruments, chamber, and large ensembles.
5. History of non-Western musical styles, elements, performance media, and forms.
6. Elements and principles of leading others to an understanding of music as an art form, as a means of communication, and as a part of intellectual and cultural heritage.
7. Influence of the Christian church on the history and practice of music.
8. Principles and assessment of ideas, methods, and policies in the arts and in music education for impact on the musical and cultural development of students.

Music program graduates should be able to do the following:

1. Identify, notate, and perform rhythmic, melodic, and harmonic materials via aural and visual activities.
2. Demonstrate skills necessary for continued advancement and achievement as a vocal / instrumental performer on one's major and minor instruments.
3. Analyze music of diverse styles and genres; orchestrate, arrange, and compose simple pieces in traditional forms.
4. Recognize Western musical style periods, genres, and forms of major choral and instrumental masterworks, aurally and visually.
5. Recognize basic generic non-Western musical styles, elements, and performance media, aurally and visually.
6. Teach others in private studios, private/public schools and churches, about music as an art form, a means of

communication, and as part of their cultural and Christian heritage.

7. Evaluate musical ideas and assess methods of instruction, using diverse learning systems, styles, and repertoires.

8. Lead music in Christian worship.

### **ADMISSIONS REQUIREMENTS**

1. Students must complete an application for admission to the major.

2. Students entering the program must have a minimum high school grade point average of 2.00.

3. An audition and admission interview with the music faculty will be scheduled prior to the first semester registration. Students entering the program must pass the entrance audition demonstrating acceptable levels of proficiency on their chosen instruments, e.g. performing pitches and rhythms accurately.

Early audition during the senior year of high school is preferable. However, placement interviews and auditions will be held during New Student Orientation when arranged with the music faculty in advance. For specific information concerning interviews, auditions, repertoire, scholarships, or departmental requirements, contact the Music Department in writing or call the Music Faculty at the College telephone numbers.

Students who wish to audition for a music scholarship must complete the audition by March 1 to be considered for the fall semester. Contact the Student Financial Aid Office for more information.

4. Students not meeting the minimum standards of proficiency will be allowed to enter the program as a music minor. At the end of two semesters, students will be re-evaluated as to their progress in music theory and applied music. If an acceptable level of proficiency has been reached, the student will be admitted into the program as a music major. If not admitted, the student may remain as a music minor only.

### **GENERAL REQUIREMENTS**

1. Complete an audition in the primary applied music areas, for the purpose of classification.

2. Take a written placement test in music theory. Any student scoring below 75% will be required to enroll in MU 140I (Music Theory I Intensive).

3. Maintain an average grade of "B" in each major applied music course and a minimum grade of "C-" in all other music courses.

4. Perform in Music Seminars and Department Recitals as scheduled.

5. Perform a final exam jury in each applied music course for which the student has registered.

### **GRADUATION REQUIREMENTS**

Completion of required courses in the Bachelor of Arts Degree in Music and a minimum of 120 hours, depending on the particular emphasis, will qualify a student for graduation. Completion of required courses in the Bachelor of Arts Degree in Church Music and a minimum of 125 hours will qualify a student for graduation. A minimum grade point average of 2.50 is required.

The keyboard proficiency examination is a part of a continuing effort to prepare our graduates for their respective careers in the best and most thorough manner possible. It is included in the program because the development of basic keyboard skills is considered essential to success in all musical careers. Students should be able to demonstrate facility in the following areas: sight-reading, technique (scales, arpeggios & chord progressions), transposition, harmonization of a melody and score reading. The music faculty recommends that the keyboard proficiency exam be taken after four semesters of piano study. Satisfactory completion of this examination is required for graduation.

### **ADDITIONAL MUSIC REQUIREMENTS**

MU 099 (Seminar) must be taken concurrently with every applied music course. Music Seminar, recital attendance, and recital performance are required of all Music Majors. The number of seminars and recitals is

determined by the Music Faculty with regard to the number of required events and Cultural Awareness Concerts scheduled for the semester.

### MUSIC AS AN ELECTIVE

When teaching schedules permit, the general student may enroll in applied music with the permission of the Music Faculty. Students wishing to enroll in other music courses must meet the entrance requirements of the major or minor student.

## MUSIC MAJOR

### BACHELOR OF ARTS

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
Foreign Language I (French, Spanish)	3 hrs.

##### Social and Behavioral Science

History	3 hrs.
Psychology/Sociology/Economics/ Political Science	3 hrs.

##### Natural Sciences/Mathematical Reasoning

Science (Lab course)	4 hrs.
Mathematics	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total	44 hrs.
-------	---------

## MAJOR LOWER AND UPPER LEVEL COURSES

### Humanities Courses

Foreign Language II (French, Spanish)	3 hrs.
---------------------------------------	--------

### Music Core Courses

MU 140, 141 (Music Theory I & II)	6 hrs.
MU 142, 143 (Sight Sing/Ear Train)	2 hrs.
MU 220, 230 (Music History I & II)	6 hrs.
MU 336 (Music Ministry)	3 hrs.
MU 240, 241 (Music Theory III & IV)	6 hrs.
MU 242, 243 (Sight Sing/Ear Train)	2 hrs.
MU 300 (World Music)	2 hrs.
MU 340 (Counterpoint)	2 hrs.
MU 350 (Orchestration and Arranging)	2 hrs.
MU 400 (Conducting)	3 hrs.

### Applied Music

Major Instrument	14 hrs.
Minor Instrument	4 hrs.
MU 099 (Music Seminar)	NC
Large Ensemble (Chorale/Instrumental)*	8 hrs.
MU 495 (Senior Recital)	1 hr.

### CHOOSE ONE OF THE FOLLOWING EMPHASES:

#### VOCAL PERFORMANCE EMPHASIS:

MU 170 (Voice Class)	1 hr.
MU 250 (Diction)	3 hrs.
MU 329 (Vocal Literature)	2 hrs.
MU 470 (Vocal Pedagogy)	3 hrs.
Instrumental Techniques	2 hrs.
General Electives	4 hrs.
(Recommended: HU 200, HU 203, Literature)	

#### PIANO PERFORMANCE EMPHASIS:

MU 245 (Accompanying)	1 hr.
MU 246 (Improvisation)	1 hr.
MU 326 (Piano Literature)	2 hrs.
MU 360 (Piano Pedagogy)	3 hrs.
Instrumental Techniques	4 hrs.
General Electives	4 hrs.
(Recommended: HU 200, HU 203, Literature)	

#### INSTRUMENTAL PERFORMANCE EMPHASIS:

HU 200 (Art/Music Appreciation)	3 hrs.
MU 320 (Instrumental Lit/Pedagogy)	3 hrs.
Instrumental Techniques	4 hrs.



Music/General Electives 5 hrs.  
(Recommended: HU 203, Literature)

TOTAL 123 hrs.

\*Voice Majors may take one semester of Musical Theatre (MU 201) to count toward 1 hour of the 8 hours of required Ensemble credit.

### CHURCH MUSIC MAJOR

#### BACHELOR OF ARTS

##### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition) 6 hrs.  
CM 130 (Intro. to Communication) 3 hrs.

##### Humanities

EN 200 (Intro to Literature) 3 hrs.  
Foreign Language I (French, Spanish) 3 hrs.

##### Social and Behavioral Science

History 3 hrs.  
Psychology/Sociology/Economics/  
Political Science 3 hrs.

##### Natural Sciences/Mathematical Reasoning

Science (Lab course) 4 hrs.  
Mathematics 3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History) 3 hrs.  
BI 112 (Interpreting Biblical Literature) 3 hrs.  
BI 300 (Gospel of John) 3 hrs.  
TH 237 (Christian Ethics) 3 hrs.

##### Physical Wellness

PE 105 (Total Fitness) 1 hr.

FS 101 (Freshman Seminar) 2 hrs.

SS 400 (Senior Seminar) 1 hr.

Total 44 hrs.

#### MAJOR LOWER AND UPPER LEVEL COURSES

##### Humanities Courses

Foreign Language II (French, Spanish) 3 hrs.

##### Music Core Courses

MU 140, 141 (Music Theory I & II) 6 hrs.  
MU 142, 143 (Sight Sing/Ear Train) 2 hrs.  
MU 220 (Music History I) 3 hrs.  
MU 240, 241 (Music Theory III & IV) 6 hrs.  
MU 242, 243 (Sight Sing/Ear Train) 2 hrs.  
MU 256, 296 (Instrumental Techniques) 4 hrs.  
MU 300 (World Music) 2 hrs.  
MU 301 (Hymnology) 2 hrs.  
MU 305 (Church Music History) 3 hrs.  
MU 310 (Methods/Materials I) 3 hrs.  
MU 310P (Practicum I) NC  
MU 350 (Orchestration and Arranging) 2 hrs.  
MU 400 (Conducting) 3 hrs.  
MU 400P (Conducting Practicum) NC  
MU 410 (Methods/Materials II) 3 hrs.  
MU 410P (Practicum II) NC  
MU 450 (Administration) 3 hrs.  
MU 490 (Church Music Internship) 9 hrs.

##### Applied Music

Piano 10 hrs.  
Guitar 1 hr.  
Voice\* 4 hrs.  
MU 099 (Music Seminar) NC  
Ensemble (Instrumental/Practicum) 1 hrs.  
Ensemble (Chorale) 6 hrs.  
MU 495 (Senior Recital/Project/Production) 1 hr.

Total 123 hrs.

\*Voice requirement may be altered to suit student needs/interests.

## MUSIC MINOR

### ADMISSIONS REQUIREMENTS

The Music Minor is available to any qualified student who is also pursuing a Bachelor's Degree in another area.

Students must complete the following before admission into the Music Minor:

1. An application for admission into the minor.
2. An interview and audition with the Music Faculty in the student's primary performing area.
3. A written placement test in music theory. Any student scoring below 75% on the exam will be required to enroll in MU 100 (Fundamentals of Music) concurrently with MU 140 (Music Theory I).

### COURSE REQUIREMENTS

MU 140, 141 (Music Theory I & II)	6 hrs.
MU 142, 143 (Sight Sing/Ear Train.)	2 hrs.
MU 230 (Music History/Literature II)	3 hrs.
MU 336 (Music Ministry)	3 hrs.
Applied Music (Must include 2 hrs. of Piano)	3 hrs.
Large Ensemble (Chorale/Instrumental)	1 hr.
MU 099 (Music Seminar)	NC
TOTAL	18 hrs.

## **PRE-LAW**

### **PURPOSE**

The Pre-Law Major provides a foundation for understanding basic needs and problems common to all mankind deemed vital to the student of law. The study of history provides a look at past attempts to deal with complicated human activities. The study of psychology and sociology provides an insight into human culture, habits, and mental pursuits. An acquaintance with business will bring understanding of human beings as they seek to survive economically, and the study of language and communication will provide the skill that will allow the student of law to convey his/her thoughts to others efficiently and effectively.

### **GOALS**

The goal of the Pre-Law Major is to prepare the student, with completion of additional professional training, to pursue a career in law, criminal justice, or para-legal activity.

### **OBJECTIVES**

A graduate of the Emmanuel College program in Pre-Law should know the following:

1. The primary theoretical and substantive divisions of American Law.
2. The divisions of our national government.
3. The unique and common functions of American federal, state and local governments.
4. The trends of Constitutional interpretation.
5. The main terms and concepts and ideologies of politics and political science.
6. The stages of development of the Western cultural tradition.
7. The stages of development of U.S. history.

8. The influence Protestant Christian doctrine had on the development of American legal and political traditions.

A graduate of the Emmanuel College program in Pre-Law should be able to do the following:

1. Write an analytical and persuasive research essay that demonstrates an understanding of the appropriate style, documentation method, and formatting of a legal or historical article.
2. Write an analytical or persuasive research essay using appropriate historical, legal or political theory, based on a given topic.
3. Write a comprehensive essay applying biblical themes and values to modern day historical and legal issues.
4. Identify the political, historical, legal and ideological point of view used scholars of law and history as they appear in journals, newspaper articles and other media.

### **ADMISSION REQUIREMENTS**

1. Submit an application for admission to the Pre-Law Major to the Social and Behavioral Sciences Department.
2. The completion of at least 24 semester hours of work at Emmanuel College with a grade point average of 2.50 or higher.
3. An interview with the Qualifying Committee from the faculty will be scheduled to ascertain suitability for entry into the program.

### **GRADUATION REQUIREMENTS**

1. Completion of required courses in the Liberal Arts Core. Completion of lower and upper level required courses for the Pre-Law Major. At least 40 hours must be upper level courses.

2. For the Bachelor of Science in Pre-Law: Completion of required courses for a minor in another area. For the Bachelor of Arts in Pre-Law: Completion of twelve (12) hours in a foreign language.

### PRE-LAW MAJOR

#### BACHELOR OF SCIENCE OPTION

##### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

##### Social and Behavioral Science

History	3 hrs.
Psychology/Sociology/Economics	3 hrs.

##### Natural Science/Mathematical Reasoning

Science (lab course)	4 hrs.
Mathematics	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total 44 hrs

#### MAJOR LOWER AND UPPER LEVEL COURSES

##### History

HY 110, 111 (Western Civ I or II)	3 hrs.
HY 273 (American History II)	3 hrs.
HY 301 (Georgia History)	3 hrs.

HY 311 (Medieval History)	3 hrs.
HY 315 (Renaissance/Reformation/ Enlightenment)	3 hrs.
HY 412 (20th Century Europe)	3 hrs.
HY 435 (Expansion/American Nation)	3 hrs.
HY 490 (Historiography)	3 hrs.

##### Social/Behavioral Sciences

CM 230 (Media and Society)	3 hrs.
CM 401 (Communication Law)	3 hrs.
EN 395 (Critical Theories)	3 hrs.
GY 101 (Human Geography)	3 hrs.
PS 101 (American Government)	3 hrs.
PS 102 (State and Local Government)	3 hrs.
PY 210 (General Psychology)	3 hrs.
SO 275 (Social Problems)	3 hrs.

##### Business

One of the following:	3 hrs.
BU 200 (Economics I)	
BU 300 (Management)	
BU 310 (Business Law)	
BU 360 (Business Communication)	

##### Humanities

EN 260 (Advanced Grammar) or EN 370 (Advanced Composition)	3 hrs.
---	--------

Minor Area 18 hrs.

General Electives 6 hrs.

TOTAL 122 hrs.

#### BACHELOR OF ARTS OPTION

##### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Literature	3 hrs.

Social and Behavioral Sciences		Business	
History	3 hrs.	One of the following:	3 hrs.
Psychology/Sociology/Economics	3 hrs.	BU 200 (Economics I)	
Natural Science/Mathematical Reasoning		BU 300 (Management)	
Science (Lab course)	4 hrs.	BU 310 (Business Law)	
Mathematics	3 hrs.	BU 360 (Business Communication)	
Christian Ministries		Humanities	
BI 111 (Biblical Literature & History)	3 hrs.	EN 260 (Advanced Grammar) or	
BI 112 (Interpreting Biblical Literature)	3 hrs.	EN 370 (Advanced Composition)	3 hrs.
BI 300 (Gospel of John)	3 hrs.	Foreign Language	12 hrs.
TH 237 (Christian Ethics)	3 hrs.	(French, Spanish, Greek)	
Physical Wellness		Electives	12 hrs.
PE 105 (Total Fitness)	1 hr.	TOTAL	122 hrs.
FS 101 (Freshman Seminar)	2 hrs.		
SS 400 (Senior Seminar)	1 hr.		
Total	44 hrs.		

#### MAJOR LOWER AND UPPER LEVEL COURSES

History	
HY 110, 111 (Western Civ I or II)	3 hrs.
HY 273 (American History II)	3 hrs.
HY 301 (Georgia History)	3 hrs.
HY 311 (Medieval History)	3 hrs.
HY 315 (Renaissance/Reformation/ Enlightenment)	3 hrs.
HY 412 (20th Century Europe)	3 hrs.
HY 435 (Expansion/American Nation)	3 hrs.
HY 490 (Historiography)	3 hrs.
Social/Behavioral Sciences	
CM 230 ( Media and Society)	3 hrs.
CM 401 (Communication Law)	3 hrs.
EN 293 (Oxford Christians) OR	
EN 395 (Critical Theories) OR	
EN 345/346 (American Authors)	3 hrs.
GY 101 (Human Geography)	3 hrs.
PS 101 (American Government)	3 hrs.
PS 102 (State and Local Government)	3 hrs.
PY 210 (General Psychology)	3 hrs.
SO 275 (Social Problems)	3 hrs.

## **PRE-LAW MINOR**

### **ADMISSIONS REQUIREMENTS**

Pre-Law Minor applicants must submit to the Social and Behavioral Science Department an application for entry to the program. Qualifications for admission to the Pre-Law Minor:

1. Completion of one course in social science at Emmanuel College with the grade of “C-” or higher;
2. Grade point average of at least 2.00;
3. Maintain an average of 2.5 in social science courses.

### **REQUIREMENTS**

In addition to completion of the Liberal Arts Core and completion of the requirements for the major in another area, the following courses must be taken to qualify as a Pre-Law Minor.

#### Social Science Courses

HY 272 (American History I) or	
HY 273 (American History II)	3 hrs.
HY 301 (Georgia History)	3 hrs.
PS 101 (American Government)	3 hrs.
PS 102 (State and Local Government)	3 hrs.
Choose two of the following:	6 hrs.
BU 200 (Macroeconomics)	
BU 310 (Business Law)	
EN 260 (Advanced Grammar)	
PY 210 (General Psychology)	
PH 200 (Philosophy)	
Total	18 hrs.

# PRE-PROFESSIONAL STUDIES

## PURPOSE

The Pre-Professional Program at Emmanuel College is designed to meet the needs of students with the intention of further studies in the areas of Medicine and Dentistry. Upon completion of the Pre-Professional Program at Emmanuel College our majors will be prepared for graduate schools.

## GOALS AND OBJECTIVES

Upon completion of the Pre-Professional program, graduates should be able to demonstrate the following:

### I. Knowledge

1. Graduates will have a working knowledge of biological vocabulary
2. Graduates should be able to explain the concepts in the following six critical areas of biology in their own words: interaction and interdependence; genetic continuity and reproduction; growth, development, and differentiation; energy; matter; and organization.
3. Graduates will be able to articulate what the scientific process means philosophically (i.e., be able to distinguish science from non-science).
4. Graduates will be able to describe biology and science in context with a liberal arts education.

### II. Use of technology to create knowledge

1. Graduates will know the scientific techniques of observation, measurement, sampling and analysis
2. Graduates will demonstrate a working knowledge of the various technological tools used in biological research.
3. Graduates will demonstrate an ability to use laboratory and computer technologies to gather information, analyze, and communicate findings.
4. Graduates will demonstrate a working knowledge of processes, protocols, and proper operation of instrumentation and software that provides them with information and analyses on biological phenomena.

### III. Communication of knowledge

1. Graduates will be able to clearly articulate the problem at hand or objective of a study, and then analyze and discuss the available data, drawing conclusions warranted by the evidence.
2. Graduates will be competent in scientific writing and oral communication. Graduates will know and be able to apply the scientific method (i.e., to understand procedural knowledge and skills so that one can carry out a scientific study as well as critically analyze the work of others -- part of structural biological literacy). This includes the ability to develop hypotheses and make predictions; design experiments to test hypotheses; and critically evaluate results and draw conclusions.
3. Graduates will be able to develop a clear, relevant research prospectus. The question should address precisely what the student wants to know. Properly formulated, a well constructed question will guide the student research process. The graduate will be able to communicate the research process and his/her conclusions. No research project is complete until the final product is disseminated in a format suitable for presentation to an interested community. A presentation may be written, visual, verbal or use other means consistent with professional norms as long as the final product adequately communicates to the intended audience.

## ADMISSION REQUIREMENTS

The student must have completed the core curriculum requirements and earned a cumulative grade point average of 2.5 or above on all work attempted. A minimum grade of "C-" is required in SC 111 and SC 112 (Biology I and II).

## GRADUATION REQUIREMENTS

Completion of all basic requirements for graduation from Emmanuel College, including the Liberal Arts Core and the Major Lower and Upper Level courses specified for this major. A minimum cumulative grade point average of 2.5 is required for graduation with a Bachelor of Science in Pro-Professional Studies.

**PRE-PROFESSIONAL MAJOR**

SC 351 (Introduction to Research) 2 hrs.

SC 352 (Directed Research) 2 hrs.

**BACHELOR OF SCIENCE**

SC 420, 421 (Biochemistry I &amp; II) 8 hrs.

**LIBERAL ARTS CORE**Guided Electives \*\* 13 hrs.  
(Upper level course from Natural Science, Math)

## Communication Skill

EN101, 102 (Freshman Composition) 6 hrs.

CM130 (Intro to Communication) 3 hrs.

General Electives 6 hrs.

**TOTAL** 123 hrs.

## Humanities

EN 200 (Intro to Literature) 3 hrs.

Art-Music Appreciation/Philosophy/  
Theater/Foreign Language/Literature 3 hrs.

\*\*Foreign Language should also be considered as beneficial for some pre-professional degrees. Consult the professional schools to which you will apply.

## Social and Behavioral Sciences

History (American or World) 3 hrs.

PY 210 (Psychology) 3 hrs.

## Natural Sciences/Mathematical Reasoning

SC 111, 112 (Biology I &amp; II for majors) 8 hrs.

MA 240 (Calculus I) 4 hrs.

## Christian Ministries

BI 111 (Biblical Literature &amp; History) 3 hrs.

BI 112 (Interpreting Biblical Literature) 3 hrs.

BI300 (Gospel of John) 3 hrs.

TH 237 (Christian Ethics) 3 hrs.

## Physical Wellness

PE 105 (Total Fitness) 1 hr.

FS 101 (Freshman Seminar) 2 hrs.

SS 400 (Senior Seminar) 1 hr.

**Total** 49 hrs.**MAJOR LOWER AND UPPER LEVEL COURSES**

## Natural Science

SC 220,221 (General Chemistry I &amp; II) 8 hrs.

SC 240, 241 (Physics I &amp; II) 8 hrs.

SC 320, 321 (Organic Chemistry I &amp; II) 8 hrs.

SC 330, 331 (Anatomy &amp; Physiology I &amp; II) 8 hrs.

SC 333 (Molecular Genetics) 3 hrs.

SC 334 (Molecular Biology of Cell) 4 hrs.

SC 340 (Microbiology) 4 hrs.



# PSYCHOLOGY

## PURPOSE

The purpose of the Psychology program at Emmanuel College is to provide students with a broad-based knowledge of the history of psychology as a science, its current fund of information concerning bio-psychosocial process, the application of psychological principles to professional practice, and the experiential and theoretical integration of psychology and Christianity. Furthermore, those students completing the psychology degree will have the background to pursue graduate level programs in psychology, counseling, or social work.

Our mission is to prepare students for one of many endeavors:

- a. graduate study in psychology or a psychology-related field;
- b. a career in the helping professions; and,
- c. an enlightened understanding of God, themselves, and others as they enter the world after college.

## GOALS

To accomplish its purpose, the Psychology program will:

1. Examine both the modern and ancient aspects of the discipline of psychology.
2. Help students gain a broad based knowledge in the current field of psychology.
3. Train students from a Christian perspective and develop skills in interpersonal relationships, communication with clients, and interviewing techniques.
4. Increase students' understanding of the integrative aspects of psychology, spirituality, and Christianity.

5. Encourage students to make progress toward personal, social, and spiritual maturation.

6. Help students gain necessary skills in the interpretation of human behavior, thought, and emotion.

7. Expose students to the many applied areas in psychology and help prepare them for graduate programs or vocational choices.

## OBJECTIVES

Graduates of the Psychology program should possess the following knowledge base at an undergraduate level of proficiency:

1. Cognitive processes, including language, memory, learning, think, and cognition.
2. Biological foundations of behavior, including physiology, sensation, perception, comparative psychology, and ethnology.
3. Therapeutic applications of psychological principles, including personality, abnormal, and clinical therapies.
4. Bio-psychosocial development, including developmental and social processes.
5. Secular (APA) and Christian codes of ethics as applied to various areas of professional psychology.

Graduates of the Psychology program should possess the following skills at an undergraduate level of proficiency:

6. Evaluate an experiment within the realm of the behavioral sciences.
7. Organize and give formal presentations in a variety of settings, such as academic, church, or community.

8. Use effective interpersonal relationship skills in the classroom or in a therapeutic setting.

### ASSESSMENT METHODOLOGIES

The Psychology program will assess its program and student learning outcomes in the following ways:

#### Program-Level Assessments

Program level assessments shall occur at the program objective level and measure how well out students are attaining those objectives. The methodologies by which these objectives shall be assessed are as follows:

#### Primary Assessment:

1. Psychology Exit Exam that covers the essential knowledge base of undergraduate psychology (Objectives 1, 2, 3, 5) that is administered in the students' final semester.
2. Psychology Seminar (PY 400 Ethics Exam) (Objective 4).

#### Secondary Assessment:

All of these data will be maintained in a departmental file.

1. Portfolios comprised of students' research projects or experimental designs (Objective 6).
2. Rubrics assessing performance skills (counseling, formal oral presentations) that reflect teacher observations, video tape sessions, or self-assessments (Objectives 7, 8).

### ADMISSIONS REQUIREMENTS

The student must have completed the core curriculum requirements and earned a cumulative grade point average of 2.5 or above on all work attempted through the sophomore year. Students whose cumulative grade point average is less than the 2.5 requirement at the beginning of their junior year will have one semester to make substantial improvement toward a 2.5 cumulative grade point average. Substantial improvement is defined as having the possibility of achieving the required GPA by the end of the next semester. If this does not happen, the student will not be considered a Psychology Major. A minimum of "C-" is required on English 101, 102, CM 130 and PY 210.

### GRADUATION REQUIREMENTS

Completion of all basic requirements for graduation from Emmanuel College includes completion of the core curriculum, the major requirements for either the Bachelor of Science in Psychology or the Bachelor of Arts in Psychology, and a minimum grade point average of 2.5.

### PSYCHOLOGY MAJOR

#### BACHELOR OF SCIENCE OPTION

#### LIBERAL ARTS CORE

##### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

##### Humanities

EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	3 hrs.

##### Social and Behavioral Sciences

History (American or World)	3 hrs.
SO 172 (Sociology)	3 hrs.

##### Natural Sciences/Mathematical Reasoning

SC 111, 112 (Biology I and II) OR SC 220 (Chemistry I) AND SC 111 (Biology I)	8 hrs.
Mathematics (College Algebra or higher)	3 hrs.

##### Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

##### Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total	48 hrs.
-------	---------

## MAJOR LOWER AND UPPER LEVEL COURSES

## Computer Courses

BU 250 (Computer Applications) 3 hrs.

## Natural Science Courses

SC 330, 331 (Anat/Physiology I & II) OR  
SC 240, 241 (Physics I & II) OR  
SC 220, 221 (Chemistry I & II) 8 hrs.

## Psychology Courses

PY 210 (General Psychology) 3 hrs.  
PY 220 (Human Growth) 3 hrs.  
PY 305 (Behavioral Statistics) 3 hrs.  
PY 307 (Research Design) 3 hrs.  
PY 314 (History and Systems) 3 hrs.  
PY 331 (Personality Theories) 3 hrs.  
PY 400 (Psychology Seminar) 3 hrs.  
PY 410 (Spiritual Formation I) 3 hrs.  
PY 411 (Spiritual Formation II) 3 hrs.  
PY 412 (Biological Bases of Behavior) 3 hrs.  
PY 416 (Abnormal Psychology) 3 hrs.  
PY 429 (Social Psychology) 3 hrs.  
PY 430 (Cross-Cultural Issues) 3 hrs.  
PY 432 (Basic Counseling Skills) 3 hrs.  
PY 440 (Psychological Testing) 3 hrs.  
Psychology Electives 6 hrs.  
(PY 306, PY 435, PY 480)

General Electives 15 hrs.

TOTAL 122 hrs.

**BACHELOR OF ARTS OPTION**

## LIBERAL ARTS CORE

## Communication Skills

EN 101, 102 (Freshman Composition) 6 hrs.  
CM 130 (Intro. to Communication) 3 hrs.

## Humanities

EN 200 (Intro to Literature) 3 hrs.  
Art-Music Appreciation/Philosophy/  
Theater/Foreign Language/Literature 3 hrs.

## Social and Behavioral Sciences

History (American or World) 3 hrs.  
SO 172 (Sociology) 3 hrs.

## Natural Sciences/Mathematical Reasoning

SC 111, 112 (Biology I & II) OR  
SC 220 (Chemistry I) AND  
SC 111 (Biology I) 8 hrs.  
Mathematics (College Algebra or higher) 3 hrs.

## Christian Ministries

BI 111 (Biblical Literature & History) 3 hrs.  
BI 112 (Interpreting Biblical Literature) 3 hrs.  
BI 300 (Gospel of John) 3 hrs.  
TH 237 (Christian Ethics) 3 hrs.

## Physical Wellness

PE 105 (Total Fitness) 1 hr.

FS 101 (Freshman Seminar) 2 hrs.

SS 400 (Senior Seminar) 1 hr.

Total 48 hrs.

## MAJOR LOWER AND UPPER LEVEL COURSES

## Computer Courses

BU 250 (Computer Applications) 3 hrs.

## Foreign Language Courses

Foreign Language  
(Greek, Spanish, French) 6-8 hrs.

## Psychology Courses

PY 210 (General Psychology) 3 hrs.  
PY 220 (Human Growth) 3 hrs.  
PY 305 (Behavioral Statistics) 3 hrs.  
PY 307 (Research Design) 3 hrs.  
PY 314 (History and Systems) 3 hrs.  
PY 331 (Personality Theories) 3 hrs.  
PY 400 (Psychology Seminar) 3 hrs.  
PY 410 (Spiritual Formation I) 3 hrs.  
PY 411 (Spiritual Formation II) 3 hrs.  
PY 412 (Biological Bases of Behavior) 3 hrs.  
PY 416 (Abnormal Psychology) 3 hrs.  
PY 429 (Social Psychology) 3 hrs.  
PY 432 (Basic Counseling Skills) 3 hrs.  
PY 440 (Psychological Testing) 3 hrs.

Psychology Electives (PY 306, PY 435, PY 480)	6 hrs.
General Electives	15-17 hrs.
<b>TOTAL</b>	<b>122-124 hrs.</b>

### **PSYCHOLOGY MINOR**

#### **ADMISSIONS REQUIREMENTS**

The student must have a minimum grade point average of 2.00 on all work completed.

#### **REQUIREMENTS FOR THE PSYCHOLOGY MINOR**

In addition to completion of the Liberal Arts Core and completion of the requirements for the major in another area, the following courses must be taken to qualify as a Psychology Minor. The Psychology minor requires 18 total hours in Psychology courses comprised of 9 hours of Required Psychology Courses and 9 hours of Elective Psychology Courses. These 18 hours cannot overlap and be used to satisfy the requirements for both the major or minor.

PY 210 (General Psychology)	3 hrs.
PY 220 (Human Growth)	3 hrs.
Psychology Upper Level Electives	12 hrs.

Select any other four courses from the Psychology course offerings that are not required within the hourly requirements of a major.

<b>TOTAL</b>	<b>18 hrs.</b>
--------------	----------------

# **WORSHIP AND MUSIC MINISTRY**

## **PURPOSE**

The School of Christian Ministries was established at Emmanuel College in 1972 to provide four year baccalaureate studies in Bible and Christian Ministry. As an academic department within Emmanuel College, it offers a Bachelor of Arts and Bachelor of Science degree in Christian Ministries, and a Bachelor of Science degree in Worship and Music Ministry. The Bachelor of Arts degree differs primarily from the Bachelor of Science degrees by requiring courses in New Testament Greek.

Both of the Bachelor degree programs incorporate the college liberal arts educational core with biblical, theological, and ministry courses. In addition, the Worship and Music Ministry degree also offers additional courses specifically designed to train those planning on entering into the area of music ministry within the church. A basic purpose of both programs is to promote Christian understanding, spiritual formation, character development, and basic ministry skills. Students who graduate from the School of Christian Ministries will have had the necessary studies to assist them in developing a biblical understanding of the world, the opportunity to participate in volunteer Christian service, as well as the opportunity to combine their classroom learning with real-life training in an extended internship experience. Christian faith, Christian practice, and practical training are inseparable elements in the educational experience of the degree programs offered by the School of Christian Ministries.

## **GOALS**

### **DEVELOPMENT OF CHRISTIAN UNDERSTANDING**

1. To help the student experience a liberal arts educational core in critical thinking, communication, computer literacy, natural science, art, and literature.
2. To help the student acquire a basic knowledge of the Bible and a knowledge of God revealed in Jesus Christ as unfolded in biblical history and literature.

3. To help the student understand Christian ideas, including key Pentecostal Holiness Church doctrines, which are relevant for developing a Christ-centered worldview.

4. To help the students assess the role of Christianity in a multicultural and pluralistic world.

### **DEVELOPMENT OF CHRISTIAN CHARACTER AND LIVING**

5. To encourage the student to develop Christ like moral decision making, and to seek God through prayer and other Biblical spiritual disciplines.

6. To provide the students on campus and off campus experiences for integrating Christ-like attitudes and practices of Christian service.

### **DEVELOPMENT OF CHRISTIAN MINISTRY**

7. To assist students in understanding their individual callings, and identifying their spiritual gifts, interests, and skills in various forms of Christian ministry.

8. To help students experience a balance between knowing and doing in ministry, between Christian understanding and Christian practice, between academic studies and volunteer Christian service and ministry internship.

### **OBJECTIVES**

Graduates of the School of Christian Ministries should demonstrate the following knowledge, skills, and practices:

1. A knowledge of the Bible in its historical, cultural, and literary contexts.
2. A knowledge of the principles and practice of sound biblical interpretation.
3. A knowledge of the key themes and doctrines in the development of Christian theology throughout the history

of the church, including representative views of the International Pentecostal Holiness Church.

4. A knowledge of and ability to use various methodologies related to the practice of ministry.
5. The ability to use traditional Christian disciplines as a means of contributing to a life of ongoing Christian formation.

### **ADMISSIONS REQUIREMENTS**

The Christian Ministries programs are open to all qualified majors who desire higher education in a Christian environment. Applicants must be of sound Christian character, committed to fulfilling God's call on their lives, and interested in preparing themselves for a life of Christian service in one form or another.

1. All applicants must give evidence of a Christian conversion experience and a sincere desire to seek and experience the truths of God's Word. Applicants must be committed to the will of God for their lives and to a life of service for Jesus Christ.
2. Before making application to the SCM, the student must have completed the following courses in the liberal arts core with a grade of "C-" or above: EN101, EN102, CM130, BI140, BI141, TH237.
3. Applicants must have a minimum of a 2.00 grade point average on a 4.00 scale on all course work completed at Emmanuel College.
4. In addition to being admitted to Emmanuel College, applicants must fulfill specific application requirements stated on the SCM application form. Official admission to a SCM baccalaureate degree program is determined by the faculty in the SCM. Forms for application and letters of recommendation are available from the office of the chair of the School of Christian Ministries.
5. Once admitted to a SCM program, the student must maintain a 2.00 overall GPA in order to continue in the program, as well as complete chapel and Christian Service Practicum requirements.
6. Transfer credits which are applicable to the programs of the SCM are accepted as stated in the College's Transfer Policy.

### **GRADUATION REQUIREMENTS**

Students majoring and minoring in some program offered in the School of Christian Ministries should declare their major and/or minor early in their college experience in order to be able to enroll in the required courses when they are offered by the college. Courses should be taken according to the suggested course sequence plan if timely graduation is desired.

SCM majors must have a minimum 2.00 GPA on all course work taken. A minimum grade of "C-" must be earned in the previously identified courses from the liberal arts core as well as all courses within the SCM core. In the event a grade of "D" or lower is earned in any required SCM course, each course must be retaken until at least a "C-" grade is earned. Any time a student's GPA falls below 2.00, the student will be placed on probation with the SCM. Failure to improve the GPA to 2.00 or higher within two semesters will result in dismissal from the SCM degree program.

An SCM degree candidate at Emmanuel College must spend at least three sequential semesters (excluding summer) in residence, carrying a minimum of 12 credits per semester. For two of these semesters, the student must be registered as a senior. These residential requirements reflect the SCM's emphasis on growth and development in personal character and ministry. SCM majors must take at least 30 hours of their major in residence. Included in these thirty hours must be HT410.

In addition, any courses taken from other institutions while a student is attending EC full time must be approved by the SCM faculty in order for such courses to be counted toward the student's degree program. This approval must be granted prior to the student's enrollment in any such course. In order to gain approval students must submit a letter to the Dean of the SCM explaining the course they wish to take and the reason it cannot be taken on campus.

Mere completion of a curricular program is not regarded as sufficient to meet graduation requirements. A student must be officially accepted by the SCM and fulfill additional SCM requirements before courses can be used in an SCM baccalaureate degree program.

During the junior or senior year, an SCM student must satisfy a public speaking requirement judged by an SCM faculty member in one of the following ways: (1) Speaking

in an Emmanuel College or SCM Chapel; (2) Doing an oral presentation of ten minutes minimum in an approved junior or senior level course.

In addition to completing the requirements of chapel attendance, (SCM and EC Convocation), Christian service practicum, and internship, the student must be recommended for graduation by the vice president for student life, the supervisor of the Christian service practicum, and an SCM faculty member. Other requirements for graduation are listed under Requirements for Graduation in this Catalog. Two final requirements for graduation are the successful passing of a comprehensive Bible/theology exit exam and participating in an SCM exit interview.

**POSITION ON THEOLOGICAL PERSPECTIVES**

While the School of Christian Ministries serves the Wesleyan and Pentecostal traditions of its sponsoring denomination, it recognizes the need to speak appreciatively of various theological traditions found in the historical church of Jesus Christ. Doctrinal unity among Christians is ultimately found in the person of Jesus Christ.

**POSITION ON BIBLE TRANSLATION**

The School of Christian ministries does not sanction only one translation but encourages its faculty and students to utilize the contributions various translations of God’s Word provide. Formal equivalent translations, such as the King James Version or New American Standard, are useful for seeing a more literal reading of the words and word-relationships in the original languages of the Bible. Dynamic equivalent translations, such as the New International Version or the Good News for Modern Man, express the meaning of Scripture using concepts more in line with contemporary language and ways of speaking. The SCM faculty encourages students to see that free translations and paraphrases are more a rephrasing and editing of Scriptures than actual translation. The SCM faculty believe that many of the translations available today serve to show the fundamentals of Christian doctrine.

**WORSHIP AND MUSIC MINISTRY**

The worship and music ministry major prepares students who will exalt Christ, who understand biblical worship, who are equipped to train local church musicians, and who will use music and worship to lead others into the presence of God.

**ADMISSIONS REQUIREMENTS**

1. Completion of an application for admission into the major.
2. Minimum high school grade point average of 2.00.
3. An audition and admission interview with the music faculty will be scheduled prior to the first semester registration. Students entering the program must pass the entrance audition demonstrating acceptable levels of proficiency on their chosen instruments, e.g. performing pitches and rhythms accurately.

**WORSHIP AND MUSIC MINISTRY**

**BACHELOR OF SCIENCE**

**LIBERAL ARTS CORE**

Communication Skills	
EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Oral Communication)	3 hrs.
Humanities	
EN 200 (Intro to Literature)	3 hrs.
Art & Music Appreciation/Philosophy/ Theatre/Literature/Foreign Language	3 hrs.
Social and Behavioral Science	
History	3 hrs.
PY 210 (General Psychology) OR SO 172 (Intro. to Sociology)	3 hrs.
Natural Science/Mathematical Reasoning	
SC 110 (Issues in Biology)	4 hrs.
Mathematics	3 hrs.
Christian Ministries	
BI 140 (Old Testament Survey)	3 hrs.
BI 141 (New Testament Survey)	3 hrs.
BI 300 (Gospel of John)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.
Physical Wellness	
PE 105 (Total Fitness)	1 hr.
FS 101 (Freshman Seminar)	2 hrs.
SS 400 (Senior Seminar)	1 hr.

Total 44 hrs.

#### MAJOR LOWER AND UPPER LEVEL COURSES

##### Bible Courses

BI 275 (Biblical Interpretation)	3 hrs.
BI 215 (Pentateuch)	3 hrs.
BI 232 (Acts)	3 hrs.
BI 322 (Synoptic Gospels)	3 hrs.
BI 390 (Life and Epistles of Paul)	3 hrs.
BI 450 (Old Testament Prophets)	3 hrs.

##### Theology Courses

HT 210 (Christian Thought and History)	3 hrs.
HT 310 (Historical Theology 1)	3 hrs.
HT360 (Historical Theology 2)	3 hrs.
HT410 (Historical Theology 3)	3 hrs.

##### Ministry Courses

MN 101 (Christian Ministry)	3 hrs.
MN 235 (Personal Evangelism)	3 hrs.
MN 285 (Intro to Christian Education)	3 hrs.
MN 102/302 (Christian Service Practicum)	NC
MN 315 (Homiletics I)	3 hrs.
MN 361 (Church Leadership I)	3 hrs.
PY 410 (Spiritual Formation I)	3 hrs.

##### Internship

MN 390 (Internship)	3 hrs.
---------------------	--------

##### Music Courses

MU 140, 141 (Music Theory I & II)	6 hrs.
MU 142, 143 (Sight Sing/Ear Train)	2 hrs.
MU 230 (Music History II)	3 hrs.
MU 300 (World Music)	2 hrs.
MU 336 (Music Ministry)	3 hrs.
MU 350 (Orchestration/Arranging)	2 hrs.
MU 400 (Conducting)	3 hrs.

##### Applied Music

Major Area	3 hrs.
Piano*	4 hrs.
Large Ensemble (Chorale/Instrumental)	2 hrs.

TOTAL 125 hrs.

\*Students in the Worship and Music Ministry Major are required to pass the keyboard Proficiency Examination as appropriate for careers in the area of music ministry. The exam is taken after four semesters of piano study and student should be able to demonstrate basic facility in the following areas: sight-reading at the appropriate level, technique (scales, arpeggios, and chord progressions), reading chord charts, harmonization of a melody, and transposition. Since this test is adapted specifically for the Worship and Music Ministry Major, the faculty of the School of Christian Ministries makes final decisions as to Pass/Fail. Satisfactory completion is required for graduation.



# ASSOCIATE DEGREES

## ALLIED HEALTH

### PURPOSE

The Allied Health Program at Emmanuel College is designed to provide the undergraduate prerequisites for a student pursuing a Bachelor of Science degree in nursing, occupational therapy, nuclear and radiological sciences, respiratory therapy, medical technology, dental hygiene, health informatics, medical illustrations and physicians assistant. Since the prerequisites of each of the above mentioned allied health fields vary, the student should work closely with their Allied Health advisor to choose the required prerequisites for their transfer institution.

### GOALS AND OBJECTIVES

Upon completion of the Allied Health program, graduates should be able to demonstrate the following:

#### I. Knowledge

1. Graduates will have a working knowledge of biological vocabulary
2. Graduates should be able to explain the concepts in the following seven critical areas of biology in their own words: energy; matter; and organization; genetic continuity and reproduction; growth, development, and differentiation; structure and function of human body systems, organs and tissues; regulating homeostasis in the human body.
3. Graduates will be able to articulate what the scientific process means philosophically (i.e., be able to distinguish science from non-science).
4. Graduates will be able to describe biology and science in context with a liberal arts education.

#### II. Use of technology to create knowledge

1. Graduates will know the scientific techniques of observation, measurement, sampling and analysis

2. Graduates will demonstrate an ability to use laboratory and computer technologies to gather information, analyze, and communicate findings.

3. Graduates will demonstrate a working knowledge of processes, protocols, and proper operation of instrumentation and software that provides them with information and analyses on biological phenomena.

#### III. Communication of knowledge

1. Graduates will be able to clearly articulate the problem at hand or objective of a study, and then analyze and discuss the available data, drawing conclusions warranted by the evidence.
2. Graduates will be competent in scientific writing and oral communication. Graduates will know and be able to apply the scientific method (i.e., to understand procedural knowledge and skills so that one can carry out a scientific study as well as critically analyze the work of others -- part of structural biological literacy). This includes the ability to develop hypotheses and make predictions; design experiments to test hypotheses; and critically evaluate results and draw conclusions.

### GRADUATION REQUIREMENTS

In order to graduate with an Associate of Science Degree in Allied Health, a student must complete the course requirements listed below (a minimum of 65 semester hours) with a minimum grade point average of 2.00 for all coursework taken and meet all other college graduation requirements outlined under Requirements for Graduation in this catalog.

### ASSOCIATE OF SCIENCE

#### Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

#### Social and Behavioral Science

History (American or World)	3 hrs.
PY 210 (General Psychology)	3 hrs.
SO 172 (Sociology)	3 hrs.

PY 220 (Human Growth)	3 hrs.
Natural Science/Mathematical Reasoning*	
SC 111 (Biology I)	4 hrs.
SC 220 (Chemistry I)	4 hrs.
SC 112 (Biology II) OR	
SC 221 (Chemistry II) OR	
SC 320 (Organic Chemistry I)	4 hrs.
SC 330 (Anatomy I)	8 hrs.
SC 331 (Anatomy II) OR	
SC 240 (Physics I)	4 hrs.
Mathematics	
(MA 124, 125, 175, 240)	3-4 hrs.
Christian Ministries	
BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
Humanities	
Art-Music Appreciation/Philosophy/ Literature/Theater/Foreign Language	3 hrs.
Physical Wellness	
PE 105 (Total Fitness)	1 hr.
Guided Electives	9 hrs.
(Contact Allied Health Advisor for more information on Guided Electives.)	
FS 101 (Freshman Seminar)	2 hrs.
<b>TOTAL</b>	<b>66-67 hrs.</b>

\*Students in medical technology and physicians' assistant must take SC 220 and SC 221 (Chemistry I and II) in place of SC 121 and SC 112.

## **BUSINESS ADMINISTRATION**

### **PURPOSE**

This degree is designed for those students who wish to pursue a two-year degree in business administration. The curriculum is designed to prepare the student for immediate entry-level placement in the business job market, and will also prepare the student to go directly into a Bachelor's Degree program here at Emmanuel. This degree also fills a need under the Trade Readjustment Act (TRA) which gives anyone who loses a job that is covered by this act eligibility for a two-year retraining program funded by the TRA. The Act requires that the candidate complete the program within two years. Therefore, most four-year programs are ineligible for funding.

### **GOALS**

To accomplish its purpose, the Business Administration program will:

1. Provide education and training through business courses deemed essential to successful employment after graduation.
2. Maintain a visible involvement in the local business community, so as to provide avenues of exposure and support for students, as well as possible employment opportunities.

### **OBJECTIVES**

Graduates of the Business Administration program should be able to do the following:

1. Demonstrate a knowledge base appropriate to an associate of business administration level of proficiency.
2. On an introductory level, integrate a knowledge of Scripture with business practice.
3. Demonstrate an ability to effectively write and speak in an appropriate business manner.
4. Demonstrate an ability to work well with business teams, including (but not limited to) taking initiative, working with different types of personality and leadership styles, and following through with assignments.

**GRADUATION REQUIREMENTS**

In order to graduate with an Associate of Science degree, a student must:

1. Complete the requirements listed below for the Business Administration curriculum (for a total of at least 61 semester hours).
2. Earn a minimum grade point average of 2.00 for all course work taken. No grade below "C-" in required business courses will be accepted for graduation credit.
3. Meet all other college graduation requirements outlined under Requirements for Graduation in this catalog.

**ASSOCIATE OF SCIENCE**

## Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

## Humanities

Art-Music Appreciation/Philosophy/ Theater/Literature	3 hrs.
--	--------

## Social &amp; Behavioral Science

History (American or World)	3 hrs.
-----------------------------	--------

## Natural Sciences/Mathematical Reasoning

Science (Lab course)	4 hrs.
MA 124 (College Algebra) or a higher math	3 hrs.

## Christian Ministries

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
TH 237 (Christian Ethics)	3 hrs.

## Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

## FS 101 (Freshman Seminar)

2 hrs.

## Business Courses

BU 200 (Macroeconomics) OR BU 201 (Microeconomics)	3 hrs.
BU 250 (Computer Office Apps I)	3 hrs.
BU 251 (Computer Office Apps II)	3 hrs.
BU 261 (Financial Acct. I)	3 hrs.

BU 262 (Financial Acct. II)	3 hrs.
BU 285 (Personal Financial Mgmt)	3 hrs.
BU 300 (Mgmt/Org. Behavior)	3 hrs.
BU 305 (Marketing)	3 hrs.
BU 310 (Business Law)	3 hrs.

TOTAL

61 hrs.

**GENERAL EDUCATION**

This degree provides a foundation for further studies in the liberal arts. Included in it are the basic core courses which will be required for a Bachelor's Degree. The curriculum provides a broad base in all disciplines: communication skills, humanities, social sciences, natural sciences, mathematics, and religion.

Through exposure to classes from all disciplines, the student will be better able to determine what direction to take for his/her Bachelor's Degree. Therefore the degree is not only foundational, but will provide the necessary sampling of courses to enable students to narrow their focus in further study.

For the student who will not continue beyond the Associate of Arts Degree, this program gives a strong liberal foundation which will help prepare him/her for a meaningful life personally, spiritually, and as a member of the community.

The breadth and flexibility of this curriculum make it suitable as lower division preparation for numerous Bachelor's Degree programs.

**GRADUATION REQUIREMENTS**

In order to graduate with an Associate of Arts Degree in General Education, a student must complete the course requirements listed below (a minimum of 60 semester hours) with a minimum grade point average of 2.00 for all coursework taken and meet all other college graduation requirements outlined under Requirements for Graduation in this catalog.

**ASSOCIATE OF ARTS**

## Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

Humanities*	
EN 200 (Intro to Literature)	3 hrs.
Art-Music Appreciation/Philosophy/ Theater/Foreign Language/Literature	6 hrs.
Social and Behavioral Science*	
History	3 hrs.
Political Science/Psychology/Sociology/ Economics/Geography/History	6 hrs.
Christian Ministries	
BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.
Natural Science/Mathematical Reasoning	
Science (Lab course)	4 hrs.
Mathematics	3 hrs.
Physical Wellness	
PE 105 (Total Fitness)	1 hr.
Electives	17 hrs.
FS 101 (Freshman Seminar)	2 hrs.
<b>TOTAL</b>	<b>60 hrs.</b>

\*Students who are following curricula which place emphasis on mathematics and science may request at the beginning of the sophomore year to be permitted to make the following substitutions:

A student with a total of 20 hours of math/science (this is 12 hours above the 3-hour math and 4-hour science requirement) may substitute 3 hours of math/science courses for one of the options under humanities or social science.

A student with a total of 23 or more hours of math/science (15 or more hours above requirements) may substitute for one option under both humanities and social science. A student may not substitute for two humanities or two social science courses under this provision.

## PRE-PHARMACY

### PURPOSE

Upon completion of the Pre-Pharmacy Program at Emmanuel College, the graduate will have received a Christian, liberal arts core in addition to scientific training commiserate the admission requirements of the Pharmacy schools in the Southeastern United States.

### GOAL

The goal of the program is to provide foundational studies in the following areas which are needed to enroll in Pharmacy school: communication arts, social and behavioral sciences, mathematics, and natural sciences.

### OBJECTIVES

Knowledge:

1. Graduates will demonstrate a knowledge of basic concepts of biology, general chemistry, organic chemistry, physics (mechanics) and mathematical reasoning (including statistics).
2. Graduates will be able to explain what the scientific process means philosophically (i.e., be able to identify the difference between science and non-science).

Use of technology to create knowledge:

3. Graduates will know the scientific techniques of observation, measurement, sampling and analysis.
4. Graduates will use demonstrate an ability to use laboratory and computer technologies to gather information, analyze, and communicate findings.

### GRADUATION REQUIREMENTS

In order to graduate with an Associate of Arts Degree in Pre-Pharmacy, a student must complete the course requirements listed below (a minimum of 65 semester hours) with a minimum grade point average of 2.00 for all coursework taken and meet all other college graduation requirements outlined under Requirements for Graduation in this catalog.

**ASSOCIATE OF ARTS**

## Communication Skills

EN 101, 102 (Freshman Composition)	6 hrs.
CM 130 (Intro. to Communication)	3 hrs.

## Social and Behavioral Science

BU 200 (Economics I) or BU 201 (Economics II)	3 hrs.
HY 272 (American History I) OR HY 273 (American History)	3 hrs.
PS 101 (American Government)	3 hrs.
PY 210 (General Psychology)	3 hrs.

## Mathematical Reasoning

MA 175 (Pre-Calculus)	4 hrs.
MA 200 (Statistics)	3 hrs.
MA 240 (Calculus I)	4 hrs.

## Natural Science

SC 111, 112 (Biology I & II) (Lab sequence)	8 hrs.
SC 220, 221 (Chemistry I & II) (Lab sequence)	8 hrs.
SC 320, 321 (Organic Chemistry I & II) (Lab sequence)	8 hrs.

## Humanities

BI 111 (Biblical Literature & History)	3 hrs.
BI 112 (Interpreting Biblical Literature)	3 hrs.

## Physical Wellness

PE 105 (Total Fitness)	1 hr.
------------------------	-------

FS 101 (Freshman Seminar)	2 hrs.
---------------------------	--------

<b>TOTAL</b>	<b>65 hrs.</b>
--------------	----------------

## IX. COURSES OF INSTRUCTION

### COURSE NUMBERINGS

- 000-099 Developmental Level Courses
- 100-199 Freshman Level Courses
- 200-299 Sophomore Level Courses
- 300-399 Junior Level Courses
- 400-499 Senior Level Courses

In general, freshman-level courses should be taken before sophomore-level; sophomore-level before junior-level and junior-level before senior level. Students who desire a change from the normal requirements of a degree program (e.g., a substitution or a waiver) must complete and file a Course Substitution/Waiver form with the registrar, who will make the appropriate notations in the CRIS registration system. Completion of the form will require the advisor to consult with the registrar and will require the student to obtain the signatures of the advisor, the department chair, and the vice president for academic affairs (in that order). The form must be returned to the registrar for to complete the course substitution/waiver process.

### COURSE LISTINGS

The courses offered at Emmanuel College are listed in alphabetical order. The information contains a course number, title, description, hours credit, and semesters offered. Courses generally meet as many times per week as credit hours indicate.

### BUSINESS

BU 175 Introduction to Business (Infrequent) 3 hrs.

This is a survey course of the various fields of business designed to acquaint the student with the basic principles and practices involved in the interrelated functions of business and career possibilities in the business world.

BU 200 Principles of Macroeconomics (Spring) 3 hrs.

This course is the introduction to the American economic system and economic analysis with an overall picture of the operation of the economy. Included are the basic economic theories of supply and demand, production possibilities, performance measures, circular flow of income, inflation and unemployment, the roles of fiscal policy and monetary policy, and economic growth.

BU 201 Principles of Microeconomics (Fall) 3 hrs.

This course is the study of economics with an emphasis on the theory of the firm, along with price theory and decision making by individuals, households and firms. Other topics include the determination of prices in various market structures, the distribution of income along functional lines, international trade, and comparative economic systems.

BU 221/321/421 Business Leadership (Infrequent) 1 hr.

This course provides students the opportunity to develop business leadership, teamwork, and communication skills through learning, practicing, and teaching the business principles found in free enterprise, especially within the local community. This course is open to all students, with the expectation that students will join Students in Free Enterprise (SIFE) in the fall of the academic year, continuing their membership well into the spring semester. There shall be a minimum of one hour in class, plus two hours of volunteer work per week. Students may not take this class more than three (3) times. Prerequisite: At least sophomore standing or permission of SIFE faculty advisor.

BU 250 Computer Office Applications I (Fall, Spring) 3 hrs.

This is a course designed to teach the student computer office productivity applications, including word processing, spreadsheets, database, and multimedia presentation software.

BU 251 Computer Office Applications II (Spring) 3 hrs.

This course is a continuation of BU 250 with emphasis and focus on advanced topics and applications of word processing, spreadsheets, databases, and multimedia presentations. Prerequisite: BU 250 or permission of instructor.

BU 261 Financial Accounting I (Fall) 3 hrs.

This course provides an introduction to the fundamental principles and procedures of financial accounting, including, but not limited to coverage of the following: financial transactions analysis, the accounting cycle, financial statements, and current assets. Emphasis is placed on applying these principles and procedures to businesses organized as proprietorships. Prerequisite: Sophomore status or permission of the instructor.

BU 262 Financial Accounting II (Spring) 3 hrs.

This course is the continuation of BU 261 with topics including, but not limited to long term assets, intangible assets, current and long term liabilities, stockholder equity, cash flow statements, and financial statement analysis. Emphasis is placed on applying these principles and procedures to businesses organized as partnerships and corporations. Prerequisite: Grade of "C-" or better in BU 261.

BU 264 Managerial Accounting (Spring) 3 hrs.

This is a course designed to study the concepts, mechanics, and issues of managerial accounting for use in decision making, including but not limited to the following topics: managerial cost concepts, job order and process costing, variable costing, activity based costing, and standard costing. Prerequisite: Grade of "C-" or better in BU 261.

BU 285 Personal Financial Management (Spring) 3 hrs.

This course covers the application of money (financial) management responsibilities of individuals and families. Study and practical work include financial planning, budgeting, taxes, savings, use of credit, auto and home purchasing, insurance, personal investing, and retirement and estate planning.

BU 300 Management and Organizational Behavior (Fall) 3 hrs.

This is a course designed to teach the process involved in coordinating an organization's resources to achieve its goals. Emphasis is given to the management functions of planning, organizing, directing, and controlling especially within the context of team behavior, motivation, and performance. Prerequisite: Grade of "C-" or better in MA 124 or a higher math.

BU 305 Principles of Marketing (Fall) 3 hrs.

This is a course designed to teach the elements of the marketing function with emphasis placed on product, price, promotion, and distribution concepts. Market development teams are used on various cases and projects. Covered also is an overview of global marketing concepts and practices from a diverse global perspective. Prerequisite: Grade of "C-" or better in MA 124 or a higher math.

BU 310 Business Law (Spring) 3 hrs.

This is a course designed to give an overview of the U. S. legal system along with the principles and processes related to the business law including, but not limited to the following topics: the legal environment of business, contracts, torts, bailments, and administrative agencies. Prerequisite: Grade of "C-" or better in MA 124 or a higher math.

BU 315 Business Statistics (Spring) 3 hrs.

This is a course designed to teach the statistical tools used in business analysis including, but not limited to the following topics: descriptive statistics- tabular, graphic, and numerical methods; probability; distributions; and regressions. Prerequisite: Grade of C or higher in MA 124 or a higher level math course.

BU 325 Entrepreneurship (Small Business Management) (Fall) 3 hrs.

This is a course designed to teach the policies, practices, and procedures applicable to the management of a small firm with an emphasis placed on entrepreneurial decision making. Prerequisite: Grade of "C-" or better in MA 124 or a higher math.

BU 335 Retail Management (Infrequent) 3 hrs.

This is a course designed to teach principles of planning, directing, organizing, and controlling for retail establishments.

BU 342 Readings in Business Administration (Infrequent) 1-3 hrs.

This is a course designed for independent study under the supervision of a member of the Business Administration faculty. This course involves independent reading from selected literature in the field of business

followed by written and/or oral reports. This course may be taken only with the approval of the Business Administration program chair.

BU 345 Managerial Finance (Fall) 3 hrs.

This is a course designed to teach the objectives, tools, methods, and problems of corporate financial management. Topics include, but are not limited to the following: time value of money, financial risk, working capital management, capital budgeting, raising capital, capital structure, and dividend policy. Prerequisite: BU 262 and grade of "C-" or better in MA 124 or a higher math.

BU 346 Small Business Finance (Infrequent) 3 hrs.

This is a course designed to acquaint the student with topics in small firm finance, including, but not limited to the following: time value of money, financial risk, working capital management, forecasting, capital budgeting, raising capital, and entrepreneurial finance issues. Prerequisite: BU 261.

BU 360 Management Communications (Fall) 3 hrs.

This is a course designed to teach the communication skills needed by managers to be effective in today's business organizations, with a special emphasis in public speaking, business writing, resume writing, and interoffice communication. Prerequisite: CM 130 and EN 102 with a grade of "C-" or better for both classes.

BU 375 Management of Financial Institutions (Infrequent) 3 hrs.

This is a course designed to provide a study of basic principles of managing financial institutions, especially commercial banks. Prerequisite: BU 262 and grade of "C-" or better in MA 124 or a higher math.

BU 390 Internship (Per student demand) 3 hrs.

This is a course which allows a student to work in a business firm and receive academic credit. A written agreement between the student, the college, and the business firm, detailing the parameters of the internship, must be enacted before a student is allowed to enroll. Work must be related to management activities and be supervised by a manager. Reports and evaluations are required. Work may only be fulfilled in the junior or senior year. Prerequisites: Junior or senior status in good standing; completion of BU 300 and/or approval of internship instructor.

BU 410 Human Resource Management (Fall) 3 hrs.

This is a course designed to provide a foundation in the principles and practices of personnel management; organization and operation of the personnel function; and, consideration of key personnel problems in the areas of recruitment, selection, placement, training and development, performance and appraisal, compensation, safety and health, separation, as well as employee and labor relations. Co-requisite: BU 300 and grade of "C-" or better in MA 124 or a higher math.

BU 422 Business Ethics (Spring) 3 hrs.

This course applies basic Christian principles to modern standard business practices. Emphasis will be placed on the principles of conduct used to govern the decision making and behavior on an individual or

group of individuals in the workplace and the significant implications for the organization's stakeholders: its employees, customers, shareholders, suppliers, government and the public at large. Case studies will be used to facilitate learning. Prerequisite: TH 237.

BU 430 Production/Operations Management (Fall) 3 hrs.

This is a course designed to deal with the concepts, processes, and techniques used to transform inputs into outputs. Topics include but are not limited to forecasting, quality management, inventory control, and supply chain management. Prerequisite: BU 300.

BU 440 E-Commerce Management (Fall) 3 hrs.

This course is designed to acquaint the student with topics in e-commerce management. Topics include, but are not limited to: creating a business plan for an online business, technical computing issues in setting up an online business, marketing issues for the online business, and operational issues for the online business. Prerequisite: BU 300 or permission of the instructor.

BU 450 Labor/Industrial Relations (Infrequent) 3 hrs.

This is a course designed to study the historical, legal, social, and economic framework of labor unions and industrial relations. Topics include, but are not limited to: labor organizations and planning, collective bargaining, grievance resolution, and wage theory and practice.

BU 460 International Business (Spring) 3 hrs.

This is a course designed to provide an overview of the principles, procedures and policies necessary to operating a business engaged in international trade. Prerequisite: BU 300.

BU 473 Special Topics in Business (Infrequent) 3 hrs.

This is a course designed to provide an examination of subjects in business not otherwise offered. Topics may vary.

BU 480 Strategic Management (Fall) 3 hrs.

This course is designed to give students an understanding of the dynamics involved in business strategy decisions in the context of a Christian worldview. Topics include, but are not limited to the following: strategy in relation to the business mission; strategy execution; strategy options; forces that affect strategy (internally and externally); strategy and forecasting; strategy and organizational structure; strategy and change; strategy as it interfaces the marketing and finance functions; and strategy and ethics.

BU 490 Business Seminar (Spring) 3 hrs.

This capstone business course is designed to: help students integrate business knowledge learned in prior courses to think critically about business problems; help students apply business knowledge and skills to solve real-world problems; reinforce students' ability to make effective business oral presentations and write in an appropriate business manner; and solidify students' ability to work well in business teams. A business case study approach will be used to achieve these objectives across business disciplines.

## INFORMATION SYSTEMS

IS 240 Microcomputer Operating Systems I (Spring) 3 hrs.

This course examines microcomputer operating systems, utilities, control languages/commands, and differences between single and multi-user systems. Advanced application of DOS commands are introduced which include pipes, redirection, file management, and batch files. Other topics include Windows XP/NT system architecture, and the system registry.

IS 241 Microcomputer Architecture Lab I (Spring) 1 hr.

This lab course introduces microcomputer hardware design. Upon course completion, students should be able to install, configure, and troubleshoot microcomputer hardware and system components, understand the basics of peripherals and software drivers, interrupts, I/O, and direct to memory access. Co-requisite: IS 240.

IS 255 Principles of Information Systems (Fall) 3 hrs.

This course surveys information systems technology from a managerial perspective, covering such topics as hardware, software, data, telecommunications and networks.

IS 342 Operating Systems II (Fall) 3 hrs.

This course is a continuation of Microcomputer Operating Systems I. Advanced topics in single-user (DOS/Windows) and multi-user (UNIX) systems include command syntax, configuration, policy, and security, file management, processes, and services. Additional studies include Internet services, ports and protocols. Prerequisite: IS 240.

IS 355 Advanced Database (Fall) 3 hrs.

This course is an introduction to design, implementation, and management of relational database management systems. Topics include data modeling, data normalization, database design, application design, foundations of relational implementation, and SQL. The course provides the student with hands-on experience with a current database software package. Prerequisite: BU 251.

IS 358 Information Systems Analysis and Design (Spring) 3 hrs.

This course surveys the theory of systems development. Emphasis is placed on structured analysis and logical design using analysis tools and techniques, life cycle concepts, user relationships, and cost benefit analysis. Prerequisite: IS 355; Co requisite: IS 380.

IS 380 Programming Logic and Design (Spring) 3 hrs.

This course provides the students with the fundamentals of computer programming logic and design. The student will be introduced to topics including variables, modules, decisions, looping, algorithms, arrays, and object-oriented concepts. A current programming language will be used. Prerequisite: Grade of "C-" or better in MA 124 or a higher math.



IS 442 Java Programming (Infrequent) 3 hrs.

This course introduces fundamental concepts of object-oriented programming techniques; file processing; and Unix and Windows applications. Prerequisite: IS380.

IS 457 Windows Application Programming (Fall) 3 hrs.

This course provides the students with the fundamentals of developing and implementing Windows-based applications. Topics will include, but are not limited to: forms, controls, database access, reports, security, configuration, and deployment issues. A current programming language will be used. Prerequisites: IS 355, IS 380

IS 458 Web Application Programming (Spring) 3 hrs.

The course focuses on Internet/Intranet web application development. Topics include, but are not limited to: HTML, XML, CSS, JavaScript, server-side scripts, security, database access, and server configuration. A current programming language will be used. Prerequisites: IS 355, IS 380, and IS 457.

IS 466 C# Programming (Infrequent) 3 hrs.

This programming course introduces students to procedural object-oriented programming techniques; file processing, and developing applications. Topics include, but are not limited to, designing controls in applications, using variables and constants, file access, menus, variable arrays, and database access. Prerequisite: IS 380.

IS 476 Information Technology Internship (Fall, Spring) 3 hrs.

The course provides the student with a practical application of information technology services. Each student will apply the skills and knowledge of the prerequisite course work from the Information Systems concentration curriculum. Students will work on campus as help desk personnel. Applications for work off campus may be accepted. Topics include help desk support, hardware and software installation and diagnostics, network installations, training and information systems policy. Prerequisite: Grade of "C-" or better in IS 340 or IS 342, and an application and interview completed with the internship coordinator.

## CHRISTIAN MINISTRIES

### BIBLE

BI 111 Introduction to Biblical Literature and History (Fall, Spring) 3 hrs.

BI 111 is a survey course of the entire Bible. Both the Old Testament and New Testament are considered from the standpoints of history, literature, and theology. From the standpoint of history, the course examines the Old Testament account of creation and how God is subsequently portrayed at work through the centuries, culminating with the New Testament record of Christ's coming and the early church's formation. From the standpoint of literature and theology, the diverse literary units of both Testaments are considered as well as their thematic

unity which theologically grounds God's unfolding redemption and revelation in Jesus Christ.

BI 112 Introduction to Reading and Interpreting Biblical Literature (Fall, Spring) 3 hrs.

This course consists of an investigation into the practices and procedures for properly reading and interpreting the Bible. The course is geared toward providing a practical, hands-on approach to the practice of biblical interpretation. In addition, issues such as the history of the biblical text, presuppositions a person brings to the text, and the diversity of modern English translations will also be discussed. Emphasis is placed upon the unique personal encounter with God experienced through the reading and interpretation of the Bible. Prerequisite: BI 111.

BI 140 Old Testament History & Literature (Fall, Spring) 3 hrs.

A survey course of the Old Testament. It consists of an introduction to the Old Testament from the standpoints of history, literature, and theology. From the standpoint of history, the Old Testament is overviewed in terms of nine major periods: primeval history, the patriarchal age, the Mosaic period, the Canaan conquest and occupation, the judges, the United Kingdom, the Divided Kingdom, the exile, and the restoration postexilic period. From the standpoint of literature, each book is examined with respect to such issues as date of composition, authorship, structure, and genre. From the standpoint of theology, the content of Old Testament faith is explained in summary fashion and the relationship of the Old Testament to the New Testament revelation of God in Jesus Christ is emphasized.

BI 141 New Testament History and Literature (Fall, Spring) 3 hrs.

A survey course of the New Testament. Beginning with an introduction to the New Testament historical (social, political, cultural, religious) environments and the concept of canon, the course examines in overview fashion the following broad literary and historical units: the gospels, Acts, epistles, and Revelation. All the New Testament books are studied from the standpoint of genre, authorship, date of composition, writing, and structure, and theological content. An emphasis in the course is on the person and teachings of Jesus Christ for developing a Christian world view.

BI 215 Pentateuch (Fall) 3 hrs.

This course consists of an expository and theological study of the Old Testament books known by the Greek name Pentateuch: Genesis, Exodus, Leviticus, Numbers, and Deuteronomy. Special emphasis is placed upon tracing the story line, analyzing and categorizing the legal materials, and examining the key theological themes of promise, election, deliverance, covenant, law, and land. The relationship of the Pentateuch to New Testament revelation is also addressed. Prerequisite: BI140 and BI141.

BI 232 Acts (Spring) 3 hrs.

This course provides an in-depth study of the Book of Acts. Background issues relating to authorship, date, purpose, structure, and genre are addressed first. After this, some of the major themes found in

Acts are investigated, along with consideration of how Acts can best be interpreted. This preliminary consideration of background issues is then followed by systematic study of the content of the book as the whole. Prerequisite: BI140 and BI141.

BI 275 Principles of Biblical Interpretation (Fall, Spring) 3 hrs.

This course consists of an investigation into the practice of Hermeneutics. Issues such as the history of the biblical text, presuppositions a person brings to the text, the diversity of modern English translation, etc. are discussed, while at the same time an attempt is made to maintain a practical, hands-on approach to the actual practice of biblical interpretation. Prerequisite: BI140 and BI141.

BI 300 Gospel of John (Fall, Spring) 3 hrs.

Analysis of John's Gospel with special reference to the methods and tools of Bible study. The course seeks to introduce the student to one of the foundational documents of the Christian faith while at the same time nurturing the skills needed for adequate interpretation of any Biblical book. Prerequisite: BI140 and BI141.

**SPECIAL NOTE: For all of the following Bible courses (BI322 and above) the following prerequisites apply: BI140, BI141, BI215, BI232, BI275, BI300, MN101, and junior standing.**

BI 322 Jesus and the Synoptics (Fall) 3 hrs.

An examination of the nature and purpose of the synoptic gospels and of the life, teachings, and actions of Jesus. Following an introductory section treating methods of synoptic interpretation and the distinctive contributions of each evangelist, attention is directed to the synoptic portrayal of significant events in the life of Jesus. Consideration is also given to His teaching on topics such as the kingdom of God, ethics, discipleship, and eschatology, His miracles, healings, and symbiotic actions.

BI 375 Special Topics in Biblical Studies (Infrequent) 1-3 hrs.

This course provides the student opportunity to examine subjects not otherwise offered as courses in the Christian Ministries Department. Instructors and subject matter will vary each time the course is offered. Some topics will include Studies in Matthew, Studies in Deuteronomy, and Studies in Pauline Spirit-Christology. This course can be used only one time as a Bible elective in the Biblical Studies degree track. Additional prerequisite: three hours of upper level Bible courses.

BI 390 Life and Epistles of Paul (Spring) 3 hrs.

This course consists of an examination of the body of Pauline New Testament literature within the context of the life and ministry of Paul and the rise of early Christianity, including its place within the biblical canon. It includes an exploration of Paul's life as well as the letters he wrote. Each canonical letter of Paul is considered with respect to its aim, purpose(s), historical setting, theological doctrines, and practical applications for spiritual formation. Paul's chief theological ideas are also surveyed. In addition, a detailed methodological study will be conducted of one of Paul's letters in order to teach the student sound principles and practices of biblical interpretation.

BI 450 Old Testament Prophets (Fall) 3 hrs.

An expository and theological study of the sixteen Old Testament prophetic books, Isaiah-Malachi (except for Lamentations). Each is examined with respect to historical background, major literary and textual critical questions, a biographical sketch of the prophet, and theological emphases. One or more books may be the focus of more extensive treatment than the others.

## BIBLICAL LANGUAGES

GR 351 New Testament Greek I (Fall, even years) 4 hrs.

This course is the first of a one-year study of the essentials of Greek grammatical forms, syntax, and vocabularies for preparing students to read the New Testament in the original language.

GR 352 New Testament Greek II (Spring, odd years) 4 hrs.

A continuation of GR 351, a study of the essentials of Koine Greek grammar, syntax, and vocabulary of the New Testament. Attention is given to ways in which New Testament Greek studies can provide grammatical and exegetical insights for preaching and teaching the New Testament. Prerequisite: Grade of "C-" or better in GR351.

GR 411 Greek Readings in John's Gospel (Infrequent) 3 hrs.

Translation of passages from the Gospel and epistles of John with attention given to vocabulary building. Emphasis is placed upon attaining reading skills through work-form recognition. Attention will be given to exegetical insights derived from reading the texts. Prerequisite: Grade of "C-" or better in GR352.

GR 451 Intermediate Greek Grammar and Exegesis (Fall, odd years) 4 hrs.

This course provides a review and elaboration of Greek syntactical and grammatical forms with a view toward enabling the student to do grammatical-historical exegesis of the Greek New Testament. In addition, the praxis of textual criticism will be introduced. Prerequisite: Grade of "C-" or better in GR352.

## HISTORICAL THEOLOGY

HT 210 Intro to Christian Thought and History (Spring) 3 hrs.

This course introduces the diverse historical expressions of Christianity and shaping influences on Christian beliefs. It surveys the developments in Christian thought and practice in the apostolic, post apostolic, patristic, medieval East and West, reformation, modern, and contemporary eras. The course gives special attention to doctrinal developments on Scriptural authority, the translation/transmission of Scripture, and its impact on the Christian religion and the rise of denominations. It also focuses on tracing the rise of Armenian, Wesleyan, evangelical, and Pentecostal forms of Christianity. The course provides a historical framework for situating the doctrines covered in HT310, HT360, and HT410.

HT 310 Historical Theology 1: Revelation, Trinity, and Christology (Fall) 3 hrs.

This course traces the historical development of the doctrines of revelation, the Trinity, and Christology in the Christian traditions. The course focuses on the key ways these biblical doctrines have been articulated in the church by examining central texts, theologians, and movements relative to these doctrines. Throughout the course the purpose is to ascertain the biblical relevance for spiritual formation and contemporary ministry of each doctrine addressed.

HT 360 Historical Theology 2: Redemption, Ecclesiology, and Eschatology (Spring) 3 hrs.

This course traces the historical development of the doctrines of redemption, ecclesiology, and eschatology in the Christian traditions. The course focuses on the key ways these biblical doctrines have been articulated in the church by examining central texts, theologians, and movements relative to these doctrines. Throughout the course the purpose is to ascertain the biblical relevance for spiritual formation and contemporary ministry of each doctrine addressed.

HT 410 Historical Theology 3: Pentecostal/Charismatic and Contemporary Theology (Fall) 3 hrs.

This course has two components. The first covers the emergence and development of the Pentecostal and Charismatic movements. It also explores current theological issues confronting Pentecostalism e.g., questions regarding Pentecostal theological identity and the globalization of the Pentecostal movements. The second segment treats the interplay between culture and theology. The course covers the dynamic cultural shifts in contemporary society and critically and constructively considers the various contemporary Christian theologies that have emerged in this period. The goal of this component is to develop critical thinking skills that enable ministry leaders to develop and express an authentic Christian witness within the dynamic context of contemporary culture.

## MINISTRY

MN 101 Foundations of Discipleship and Christian Ministry (Fall) 3 hrs.

The purpose of this course is to provide students with an understanding of what it means to be a disciple of Christ and to give one's life in service to His kingdom through Christian ministry. The course begins with an investigation of what biblical discipleship entails. This includes a discussion of the spiritual disciplines (i.e., what they are and how they can be used to enhance the believer's relationship with God and ability to carry out His will in one's life and ministry), as well as a discussion of personal evangelism and its place in the life of every believer. The subject of divine guidance and how one discerns God's will is also included. This emphasis on discipleship will then be followed by a survey of various areas of vocational Christian ministry, which will include a discussion of the spiritual gifts and how students can begin to discern the Lord's direction in their life regarding his call to vocational Christian ministry.

MN 102/302 Christian Service Practicum (Fall, Spring) NC

The Christian service practicum is designed to allow students to fulfill a weekly ministry and field experience. This class allows students to apply academic principles to ministry situations. A variety of ministry opportunities are made available, including church, campus, and community. Students are able to choose the particular ministry in which to be involved as it fits into the overall requirements for experience in the three designated areas of ministry (church, campus, community). In addition, the class attempts to facilitate both communication and spiritual formation among students who are part of the School of Christian Ministries.

**SPECIAL NOTE: For all of the following ministry courses (MN235 and above) the following prerequisites apply: BI140, BI141, MN101.**

MN 235 Personal Evangelism and Church Outreach (Fall) 3 hrs.

This course consists of numerous topics including a biblical theology of evangelism, missions, the role of the local church in missions, vocational missions, church growth issues, relational evangelism, outreach strategies, pre-evangelistic activities, church planting, effective follow-up, random acts of kindness, purpose-driven ministry, and more.

MN 285 Introduction to Christian Education (Spring) 3 hrs.

This course introduces the student to theological and practical understandings of spiritual development and Christian Education. It equips the student in the principles and practices of leading people to God and discipling them in the process of knowing God and making Him known. Students will review various models, strategies, and programs which target people in a ministry of Christian Education. Students will also explore the dynamics of ministering in small groups

MN 315 Homiletics I (Fall) 3 hrs.

Scriptural communication includes both written and oral communication. This course seeks to incorporate written sermons or Bible lessons in a form that may be communicated orally. The course format will deal directly with Biblical exposition and proclamation. Consideration is given to the formation of sermons and Bible lessons based upon the student's individual goals for ministry. Additional prerequisites: BI275 and junior standing.

MN 335 Introduction to Youth Ministry (Fall) 3 hrs.

This course explores ways to use both Scripture and available resources and methods to reach young people and move them toward a life with Christ. Materials and assignments will assist in developing a structure necessary to accomplish this task. Consideration will also be given to the impact of culture on today's adolescents, highlighting the issues with which they are dealing. These issues include parents, self-image, peer pressure, music and other forms of media, love, sex, dating, and abuse. The course takes a biblical perspective in discussing these issues, equipping the student to teach, counsel, and minister to the needs of adolescents.

MN 361 Church Leadership I: Introduction to Church Leadership and Management (Fall) 3 hrs.

This course consists of numerous topics related to the world of church business, administration, and spiritual leadership. Fiscal year planning, accounting procedures, IRS reporting, tax laws, legal liabilities, risk management, hiring/dismissal procedures, background checks, withholdings, confidentiality issues, and a myriad of other issues must be handled properly to insure credibility in our society. It is vital to our interests that churches hold themselves and their leaders to the highest standards of accountability and integrity. Students will also learn practical insights into leading effective weddings, funerals, and special services. This course is designed to help ministry students understand the issues and develop systems of management that will allow for maximized ministry effectiveness.

MN 390 Internship (Summer) 3 hrs.

**Worship and Music Ministry students only.** Students serve in a carefully supervised life-situation of Christian ministry. They participate in as many areas of ministry and church life as possible in order to correlate the theoretical and practical. In this combination of study and experience, student are assisted in the evaluation of both themselves as ministers and their ministry. Readings, written reports, and evaluations are required. The course may be repeated with different learning experiences, and the requirements are usually fulfilled during the summer at the end of the junior year. Prerequisite: MN361, 10 hrs. of Bible, 6 hrs. of theology, and senior standing.

MN 415 Homiletics II (Spring) 3 hrs.

This course is designed to assist students in sharpening the sermon preparation and delivery skills they began developing in MN 315, Homiletics I. An important component of the course is peer-evaluated sermon delivery. Prerequisite: MN315

MN 460 Church Leadership II: Team Building and Conflict Resolution (Spring) 3 hrs.

A course designed in modular format to study the basic concepts and principles of servant leadership, personal growth, and group dynamics from a Biblical, Christ centered perspective. The recruiting and training of leaders will be surveyed with special emphasis given to team leadership within the local church. One segment of the course will deal with strategies in conflict resolution. Prerequisite: Senior standing as an SCM major.

MN 470 Pastoral Care and Counseling (Fall) 3 hrs.

An introduction to the ministry of pastoral care. After dealing with some fundamentals, the course covers various pastoral care activities like visitation, leading public worship, providing spiritual disciplines-training, counseling, grief ministry, crisis ministry, marriage and family counseling and referral. Prerequisite: 10 hrs. of Bible, 6 hrs. of Theology, and junior standing.

MN 495 Internship (Spring) 9 hrs.

This course provides opportunity for students to serve in a carefully supervised setting of church, para-church, or missions ministry. They participate in as many areas of ministry related to their field of service as

possible in order to integrate the theoretical and the practical aspects of Christian life and ministry. In this combination of study and experience, students are assisted in the evaluation of both themselves as ministers as well as their ministry. Readings, written reports, personal study, and evaluations are all part of the experience. The course is designed to serve as the capstone for the students' learning and training at Emmanuel College, and is to be taken during the spring semester of their senior year. Prerequisite: completion of all course work leading to Christian Ministries degree.

## MISSIONS

MS 200: Short-term Missions Ministry (Infrequent) 3 hrs.

This course examines the components of preparation, travel and ministry experience in a cross-cultural setting different from the student's cultural, ethnic and home background. The course is a field experience done in conjunction with an approved short-term missions trip. The student is required to do preliminary study prior to taking the trip as preparation for the cross-cultural experience and ministry. On-site study is done through journaling, doing assigned observations and ministry projects as well as doing reflective assessments after the trip. Attention is given to procedures and requirements for planning, promoting and leading a missions trip. Prerequisite: BI140 and BI141.

MS 330 Introduction to Global Missions (Spring) 3 hrs.

An introductory, practical study of Christian missions giving the Biblical basis of missions, early beginning and modern methods of the missionary enterprise with emphasis on missionary education and promotion in the local church. Prerequisite: BI140, BI141, and junior standing.

## RELIGION

RN 200 Contemporary Religions and Cults (Infrequent) 3 hrs.

An examination of major religions in the world today, particularly the international forms of Islam and its historical relations with the Christian religion. Special consideration is given to how diverse cults and New Age religions have emerged from religious traditions such as Islam, Hinduism and Christianity. Attention is given to the common features of Christianity with world religions as well as to what is unique in the Christian religion.

## THEOLOGY

TH 237 Introduction to Christian Ethics (Fall, Spring) 3 hrs.

After surveying different ethical methods, this courses introduces Christian ethics as an activity of integrating faith, learning, and living. Using the Ten Commandments, the Sermon on the Mount and the New Testament doctrine of divine enablement, this course focuses on a Christ-centered approach to character development and moral decision-making. Attention is given variously to issues related to valuing our neighbor, life (i.e. abortion, euthanasia, capital punishment, war), sexuality, marriage, the environment, rights of others, truth-telling and valuing the inward transformation of desires. Prerequisite: BI111 and BI 112.

**COMMUNICATION**

CM 130 Intro. to Communication (Fall, Spring)	3 hrs.		
A study and application of communication competencies essential to effective functioning in today's society. Emphasis is placed upon fundamentals of oral communication as they pertain to public speaking. Introduced are the techniques and skills involved in preparing and delivering various types of speeches. Students will use presentation software to enhance speeches.			
CM 205 Writing for Media (Spring)	3 hrs.		
A study and application of writing for print and electronic news, commercial advertising, and promotion. Students compose and submit articles electronically. Prerequisite: EN 102.			
CM 208 Introduction to Video Production (Fall)	3 hrs.		
Practical training and experience in a broad range of performance and technical video-related experiences with an emphasis on camera operations.			
CM 210 Interpersonal Communication (Spring)	3 hrs.		
A study of communication theory and practice designed to provide for productive and satisfying relationships in a variety of contexts, including social, work, and family. Prerequisite: CM 130 or permission.			
CM 211 Desktop Publishing (Fall)	3 hrs.		
A study and application of computerized design principles from a journalism perspective, including pre-press and layout using Adobe software. Basic to intermediate computer skills are introduced.			
CM 220 Communication Theories (Fall)	3 hrs.		
A study of the foundations of communication and persuasion practice. Several approaches to explaining how communication is used to accomplish goals are examined. Approaches studied include a careful examination of current theories of communication as well as traditional rhetorical theory. Emphasis is placed on helping the student develop a framework for a change-oriented communication lifestyle. Prerequisite: CM 130.			
CM 230 Media and Society (Fall)	3 hrs.		
A study of communication strategy incorporating all media. Although attention is given to the history, development and current structures of media, the primary focus of the course is to understand the impact and effects of various media on their publics. Students will develop strategies for managing media in their chosen careers. Prerequisite: CM 130.			
CM 302 Persuasion (Spring, even years)	3 hrs.		
A study and practice of techniques used to change attitudes, beliefs, and behavior in varied communication contexts. Prerequisite: CM 130.			
CM 304 Video Production I (Spring)	3 hrs.		
A study of the writing, performance, and technical production of video programs and video segments in the studio. Emphasis is on studio-laboratory settings. Applications include live broadcast, interviewing, and production (from pre- to post-). Basic computers skills are introduced in the nonlinear editing process. Prerequisite: CM 208.			
CM 308 Video Production II (Fall)	3 hrs.		
A study of the writing, performance, and technical production of video programs in non-studio settings. Emphasis is on field laboratory settings. Applications include broadcast of corporate script writing, training videos, and emerging video technologies with emphasis on editing platforms. Intermediate to advanced computer skills are introduced in the nonlinear editing process. Prerequisite: CM 304.			
CM 310 Business & Professional Speech (Fall)	3 hrs.		
A study of communication skills which have been identified as essential for persons entering business and professional careers. Special attention is directed toward communication competencies in oral presentations, teams, employment, and appraisal interviews. Students will use presentation software to enhance clarity and persuasiveness of their presentations. Prerequisite: CM 130.			
CM 316 Multimedia & Public Communication (Spring, odd years)	3 hrs.		
A study and application of multimedia-based presentations which focus on career-related situations. Emphasis is placed on both individual and group multimedia presentations. Students will integrate presentation software with video, sound, and graphics. Prerequisite: CM 130.			
CM 317 Professional Interviewing (Fall, even years)	3 hrs.		
A study of interviewing practices applicable to a broad range of contexts including journalism, employment, and opinion polling. Prerequisite: CM 130.			
CM 318 Organizational Communication (Spring)	3 hrs.		
A study of communication as it affects and is affected by organizational climate, policies, structures, and environment, including barriers to communication flow and accuracy, interpersonal dynamics in hierarchies, intra- and inter-group conflicts, and personal and organizational change behaviors and practices in complex organizations. Prerequisite: CM 130, CM 220.			
CM 320 Introduction to Public Relations (Spring)	3 hrs.		
The history, function, and practice of public relations with emphasis on persuasion, public opinion, mass media, and their applications to public relations. It also examines the tools of communication, the public, mass audiences, and working with media. Prerequisite: CM 220 or permission of the instructor.			
CM 401 Communication Law (Fall)	3 hrs.		
A study of the historical development of U.S. communication law and FCC regulations as well as contemporary codes of media ethics.			

Includes specific applications to journalism, radio, television, and emerging communication technologies.

CM 402 Communication Internship (Fall, Spring, Summer) 3 hrs.

This course applies academic knowledge and skills in approved organizations on or off campus, as per written contract among the student, faculty supervisor, and sponsoring organization. Settings include media production, media relations, employee relations, human resource development, public relations, advertising, political campaigns, and ministry programs. Students work under the direct supervision of a professional representative in coordination with the Communication Studies Internship Coordinator, and objectives for each internship are developed under supervision of the Internship Coordinator. Student interns are evaluated by job supervisors in cooperation with the Internship Coordinator. Grades for internships are assigned by the Internship Coordinator. A grade of "B" or higher is required. This course may be repeated up to six (6) credit hours and is limited to one (1) on-campus internship. Prerequisite: Junior status and Communication Studies Major. **The Communication Department will not allow students to register for CM 402 until the internship contract, which includes the job description, is signed by both parties (the company and our department) and is on file with the Internship Coordinator.**

CM 470 Special Topics in Communication (Spring) 3 hrs.

This course is designed to provide examination of subjects not otherwise offered in the communication program. Instructors and subject matter will vary. Sample topics include Advanced Public Speaking, Visual Communication, Intercultural Communication, Gender Communication, Business Communication, Advertising, New Trends in Multimedia Technology, Argumentation and Debate, Political Communication, Digital Photojournalism, History of Film, etc. Prerequisite: CM 130. May be repeated as topics change.

CM 471 Senior Project (Spring) 3 hrs.

Students are expected to work independently to complete a significant capstone project. As a culmination of the student's baccalaureate program, the project should demonstrate significant mastery of the Communication Studies program objectives as agreed on by the student and the supervising instructor. Satisfactory completion of a comprehensive examination covering the student's course of study may also be required by the Communication Studies faculty. One goal of this course is to assist the student in completing a portfolio, which is beneficial in gaining acceptance to graduate programs or securing employment in a communication-related field. Majors may not take CM471 before their last spring semester.

#### COMMUNICATION WORKSHOPS

CM212 Photojournalism Workshop (Fall, Spring) 1 hr.

Students receive practical training and experience in photojournalism while serving on the staff of the yearbook, The Lion. Emphasis is on digital photojournalism and includes photo composition/processing and electronic layout/design with Adobe software. Photo types are portraits, candid's, and photo essays. Professional cameras are provided; personal cameras are permitted. This course is taught each semester and may be repeated an unlimited number of times.

CM 213 Lighting Workshop (Spring) 1 hr.

This course is designed for students to enhance their understanding of how lighting operations correlate with video & theatrical productions. Topics covered include principles of light and color in lighting for theatre, television, and film production; application of the equipment and accessories used in the execution of lighting design through practical projects. Through lecture, demonstration, and hands-on experience, students will understand the operation of lighting boards in auditoriums or theatrical settings.

CM 214 Graphic Design (Spring) 1 hr.

This course focuses on concepts and practice of computer-based promotional print publication design using Adobe software. Topics to be covered include principles of design, type, color, art and illustration, layout of common printed communications, paper, ink, and major printing processes--all of which are used in various tasks and design projects.

CM 215 Journalism Workshop (Infrequent) 1 hr.

Students receive practical training and experience in print journalism while serving on the staff of the student newspaper, Emmanuel Columns. Emphasis is on writing as well as electronic layout/design and digital photojournalism using Adobe software. This course is taught each semester and may be repeated an unlimited number of times.

CM 217 Video Workshop (Fall, Spring) 1 hr.

This course provides practical training and experience in a lab setting. Students will work on a variety of projects which will be assigned throughout the semester. These projects will enhance their video and editing skills while providing them with job experience for their resumes and portfolio pieces. This course is taught each semester and may be repeated an unlimited number of times.

## EDUCATION

### FOUNDATION AND PROFESSIONAL COURSES

ED 101 Orientation to Teaching (Fall, Spring) 1 hr.

Orientation to Teaching is designed to acquaint the student with the public school, the routine functions of teaching, and the basic requirements of the School of Education. The course includes lectures, discussions, and field experience in the schools. This experience is designed to help students think, reflect, and articulate their feelings, thoughts and ideas about teaching as a career. Required of all students in the School of Education.

NOTE: A student who has one unit of credit from a Secondary Teacher Education Apprenticeship Program or other such program documented on his/her high school transcript may be exempted from ED 101 and given 1 hour credit. A student who has been a substitute teacher, a teachers' aide, or had other extensive work experience with students in a school setting may have ED 101 waived with departmental approval. Written verification of experience is required.

ED 200 Principles of American Education (Fall, Spring) 3 hrs.

A study of the philosophical, sociological, and historical foundations of education with emphasis on the structure and organization of the American education system, legal implications, current trends and issues, professional organizations, and the challenges of teaching in a technological and diverse society. A field experience is required. Prerequisite: ED 101.

NOTE: A student who has completed a Secondary Teacher Education Apprenticeship Program from a secondary school with whom Emmanuel College has an articulation agreement may receive credit for ED 200. Evidence of completion of the program will be by official high school transcript and an official certificate of competency. The work of a student from other field-based Secondary Teacher Education Programs will be evaluated by the School of Education to determine if credit for ED 200 will be granted.

**NOTE: Admission into the Professional Phase of the School of Education is required in order to register for courses numbered 300 or above.**

ED 305 Teaching in a Multicultural Society (Fall) 3 hrs.

A study of multi-culture and its relationship to the classroom. Development of understandings, skills, and attitudes in curricula, with emphasis on strategies, techniques and materials for teaching diverse (gender, cultural, racial, and socioeconomic) students. Emphasis is on a positive awareness of and respect for the diversity of the school population and the global society and on bridging the gap between home, school and the community. Prerequisite or Co requisite: PY 220; Students from other majors must have junior standing and the approval of the instructor.

ED 310 Assessment of Learning (Fall, Spring) 3 hrs.

A study of various methods of assessment in the context of the classroom. Attention is given to administering and interpreting educational tests, using alternative assessments, and evaluating individual variations within the educational setting. Prerequisite: PY 220.

EC/EM/ES/ME 350 Educational Media and Technology (Fall, Spring) 3 hrs.

A study focusing on the integration of educational media, computers, and technology into the curriculum to facilitate the teaching and learning process. Emphasis is placed upon criteria for the selection and evaluation of software, media, and audiovisual equipment and the use of various methods to implement software applications in the content areas. Prerequisites: PY 220, EC/EM/ES 300, ME 302.

ED 403 Introduction to Exceptional Children (Fall) 3 hrs.

A survey of the intellectual, emotional and physical exceptionalities of gifted and challenged children served in mainstreamed classroom settings. Related topics include relevant laws, identification and referral procedures, characteristics and etiology, and modifications of teaching practices. Prerequisite: PY 220 and EC/EM/ES 300, ME 302.

## EARLY CHILDHOOD COURSES

EC 300 Curriculum: Essentials of Early Childhood Instruction (Fall) 3 hrs.

A study of the historical, philosophical, psychological, and theoretical foundations of early childhood education with emphasis on developmentally appropriate objectives, pedagogy, differentiated instruction and evaluation techniques for diverse students in grades P-5. The ability to write instructional objectives and lesson plans is developed. To be taken concurrently with EC 300P. Prerequisites: ED 101, ED 200. PY 220 is a prerequisite or a co requisite.

EC 300P Curriculum Practicum (Fall) 3 hrs.

A 90-hour clinical experience taken concurrently with EC 300, performed in grades P, K, and 1 under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

EC 302 Creative Activities (Fall) 3 hrs.

A study of creative activities that addresses the arts of music, the visual arts, and drama. The emphasis is integration of creative activities into the curriculum by the regular classroom teacher with developmentally appropriate strategies for diverse populations. Prerequisite or Co requisites: PY 220 and EC 300.

EC 310 Reading (Spring) 3 hrs.

A study of reading which provides a foundation for reading instruction at the P-5 levels by emphasizing theories, research and methodology. Fostering literacy, developing word recognition through the use of phonics, comprehension and vocabulary strategies, and learning to read through a variety of interrelated approaches are addressed. Related topics include reading readiness, emergent literacy, diagnosing and correcting reading difficulties, alternative assessment techniques, and modifications for exceptionalities. This course addresses the use of developmentally appropriate strategies and materials used in teaching culturally diverse students. To be taken concurrently with EC 310P. Prerequisite: PY 220, EC 300.

EC 310P Reading Practicum (Spring) 1 hr.

A 30-hour clinical experience taken concurrently with EC 310, performed in grades 2 and 3 under the supervision of a certified teacher with a minimum of three years experience and a college supervisor. An exception with regard to grade level may occur if necessary to ensure that students have a field experience at every grade level during their program.

EC 311 Children's Literature (Fall) 3 hrs.

A study of traditional and contemporary literature appropriate for diverse students (P-5). Topics include recreational reading, motivational techniques, criteria for book selection and evaluation, and studies of authors and illustrators. An annotated bibliography and field experience are required. Prerequisites: PY 220, EC 300.

EC 312 Language Arts (Spring) 3 hrs.

A study of communication skills and the relationships between oral and written language and child development. Focusing on the interrelatedness of reading, writing, speaking, listening, and thinking, this course addresses the use of developmentally appropriate strategies and materials used in teaching communication skills to culturally diverse students (P-5). To be taken concurrently with EC 310P. Prerequisites: PY 220, EC 300.

EC 330 Early Childhood Social Studies Methods (Spring) 3 hrs.

A study of developmentally appropriate content, methods, materials and evaluation techniques for teaching social studies to diverse students. Emphasis is on the state-mandated curriculum, innovative teaching methods, materials, and the planning and evaluation of instruction to enhance student learning. To be taken concurrently with EC 330P. Prerequisites: PY 220, EC 300.

EC 330P Social Studies Practicum (Spring) 1 hr.

A 30-hour clinical experience taken concurrently with EC 330 performed in grades 4 or 5 under the supervision of a certified teacher with a minimum of three years experience and a college supervisor.

EC 400P August Experience 1 hr.

A 40-hour clinical experience taken in August of the senior year under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

EC 410 Diagnosis and Treatment of Reading Problems (Fall) 3 hrs.

Provides a foundation to diagnose and treat reading problems in the regular classroom. The course will define the nature and causes of reading problems, develop skills in diagnosing reading problems, develop knowledge of diagnostic instruments, present a variety of reading strategies to treat different reading problems, and develop student skills in planning for reading problems and working with other professionals and parents. Prerequisite: EC 310.

EC 410P Reading Practicum (Fall) 1 hr.

A 30-hour clinical experience taken concurrently with EC 410 performed under the supervision of a certified teacher with a minimum of three years experience and a college supervisor.

EC 420 Early Childhood Mathematics Methods (Fall) 3 hrs.

A study of developmentally appropriate goals, methods, materials, and assessment procedures for diverse students (P-5). Based on NCTM standards, emphasis is placed on the use of manipulatives, technology, problem solving, and Piagetian tasks to teach mathematical concepts. To be taken concurrently with EC 420P Practicum. Prerequisites: PY 220, EC 300.

EC 420P Math Practicum (Fall) 1 hr.

A 30-hour clinical experience taken concurrently with EC 420, performed in grades 3, 4 or 5 under the supervision of a certified teacher with a minimum of three years experience and a college supervisor.

\*An exception with regard to grade level may occur if necessary to ensure that students have a field experience at every grade level during their program.

EC 421 Early Childhood Science Methods (Fall) 3 hrs.

A study of developmentally appropriate content, methods, materials and evaluation techniques for teaching biological and physical science to diverse children (P-5). Emphasis is placed on using an activities approach to the development of process skills, on familiarity with current science resources, on familiarity with models of instruction, and on the importance of science in social and environmental issues. To be taken concurrently with EC 421P Practicum. Prerequisites: PY 220, EC 300.

EC 421P Science Practicum (Fall) 1 hr.

A 30-hour clinical experience taken concurrently with EC 421, performed in grades 4 or 5 under the supervision of a certified teacher with a minimum of three years experience and a college supervisor.

EC 451 Classroom and Behavior Management (Fall, Spring) 3 hrs.

A study of developmentally appropriate, effective methods and strategies for organizing and managing classrooms in a diverse society. Various behavior management models will be critically analyzed. Techniques for individual, small group, and large group management will be developed. Topics include age and stage appropriate behavior, preventive strategies, and conflict resolution. To be taken concurrently with student teaching (EC 475).

EC 475 Student Teaching (Fall, Spring) 12 hrs.

A twelve week field experience under the supervision of college supervisors and a certified early childhood teacher with a minimum of three years teaching experience, provides an opportunity for the student to satisfactorily demonstrate effective teaching practices. Self-evaluation and reflective teaching are facilitated by seminars and journal writing. Approval of candidacy by the School of Education is required.

## MIDDLE GRADES COURSES

EM 300 Curriculum: Essentials of Middle School Instruction (Fall) 3 hrs.

A study of the organization, curriculum and instructional patterns in the middle grades, with emphasis on the growth and development of early adolescence. Emphasis is on varying patterns of curriculum organization and activities, school organization patterns, teachers' roles, instructional delivery systems including differentiated instruction, daily programs, courses of study, records, and evaluation of students. The ability to write instructional objectives and lesson plans is developed. To be taken concurrently with EM 300P. PY 220 is a prerequisite or co-requisite. Prerequisites: ED 101 and ED 200.

EM 300P Curriculum Practicum (Fall) 3 hr.

A 120-hour clinical experience taken concurrently with EM 300 performed in grades 4 and 5 under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.



## EM 310 Reading and Writing in the Content Areas (Spring) 3 hrs.

Provides a foundation for reading and writing instruction where current theory is connected with appropriate practice. Instructional practices, materials, and assessment techniques for enhancing reading, writing, speaking, and listening in various content areas with diverse learners is emphasized.

## EM 400P August Experience 1 hr.

A 40-hour clinical experience taken in August of the senior year under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

## EM 401P Practicum for Methods 3 hrs.

A 120-hour clinical experience taken concurrently with EM 412, EM 430, EM 420 and EM 421, performed in grades 6, 7 or 8 under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

## EM 412 Language Arts Methods (Fall) 3 hrs.

Designed to acquaint pre-service teachers with the teaching of middle grades language arts. Provides a knowledge base and experience to enhance literacy instruction through the integration of reading, writing, listening, speaking, and thinking. This course addresses the use of appropriate strategies and materials used in teaching English to diverse students in grades 4-8. To be taken concurrently with EM 401P.

## EM 420 Mathematics Methods (Fall) 3 hrs.

A study of content, teaching methods, and trends. Emphasis is on designing learning activities appropriate for early adolescents in a multicultural society, innovative teaching methods (i.e., interdisciplinary teams, cooperative learning, creative and critical thinking skills), classroom management, motivational materials, planning and evaluation of instruction to enhance student learning and positive behavior and on knowledge of mathematical concepts and principles and their application in technology and society. To be taken concurrently with EM 401. Prerequisite: PY 220, EM 300.

## EM 421 Science Methods (Fall) 3 hrs.

A study of basic content, teaching methods, and trends. Emphasis is on designing learning activities appropriate for early adolescents in a multicultural society, innovative teaching methods (i.e., interdisciplinary teams, cooperative learning, creative and critical thinking skills), classroom management, motivational materials, planning and evaluation of instruction to enhance student learning and positive behavior and on knowledge of scientific concepts and principles and their application in technology and society. To be taken concurrently with EM 401P. Prerequisites: PY 220, EM 300

## EM 430 Social Studies Methods (Fall) 3 hrs.

A study of content, teaching methods and trends. Emphasis is on designing learning activities appropriate for early adolescents in a multicultural society, innovative teaching methods (i.e., interdisciplinary teams, cooperative learning, creative and critical thinking skills), classroom management, motivational materials, planning and evaluation

of instruction to enhance student learning and positive behavior, and on knowledge of social concepts and principles and their application in technology and society. Taken concurrently with EM 401P. Prerequisite: PY 220, EM 300.

## EM 451 Classroom and Behavior Management (Fall, Spring) 3 hrs.

A study of the knowledge, skills, and values important for managing students in a school setting. It is designed to critically analyze various behavior management models and to develop appropriate, effective skills for organizing and managing classrooms in a diverse society. Topics include age and stage appropriate behaviors, growth and development needs of early adolescents, preventive strategies, conflict resolutions, and individual and group management. To be taken concurrently with student teaching (EM 475).

## EM 475 Student Teaching (Fall, Spring) 12 hrs.

A twelve week field experience under the supervision of college supervisors and a certified middle grades teacher with a minimum of three years teaching experience, provides an opportunity for the student to satisfactorily demonstrate effective teaching practices. Self-evaluation and reflective teaching are facilitated by seminars and journal writing. Approval of candidacy by the School of Education Governance Committee is required.

**SECONDARY EDUCATION COURSES**

## ES 300 Secondary Curriculum (Fall) 3 hrs

This is a study of the historical, philosophical, psychological and theoretical foundations of secondary education, with emphasis on developmentally appropriate objectives, pedagogy, and evaluation techniques for diverse students grades 6-12. The ability to write instructional objectives and lesson plans is developed. Co-requisite or prerequisite: PY 220.

## ES 300P Curriculum Practicum (Fall) 1 hr.

A 30-hour clinical experience taken concurrently with ES 300, performed in grades 6-8 under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

## ES 310 Reading and Writing in the Content Areas (Spring) 3 hrs.

Provides a foundation for reading and writing instruction where current theory is connected with appropriate practice. Instructional practices, materials, and assessment techniques for enhancing reading, writing, speaking, and listening in content areas with diverse learners is emphasized.

## ES 400P August Experience 1 hr.

A 40-hour clinical experience taken in August of the senior year during pre-planning in a secondary school under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

ES 401P Methods Practicum 5 hrs.

A 180-hour clinical experience taken concurrently with ES 412, ES 430, ES 420 or ES 425, performed in grades 9-12 under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

ES 412 Secondary English Teaching Methods (Fall) 3 hrs.

Designed to acquaint pre-service teachers with the teaching of secondary English. Provides a knowledge base and experience to enhance literacy instruction through the integration of reading, writing, listening, speaking and thinking. This course addresses the use of appropriate strategies and materials used in teaching English to diverse students in grades 6-12. To be taken concurrently with ES 401P.

ES 420 Secondary Math Methods (Fall) 3 hrs.

This course includes investigations of mathematical trends, relevant mathematics, content, teaching strategies, integrating technology, and assessment techniques. Emphasis is on creating a classroom in which the student learner will "think mathematically". Classroom lessons and learning activities will be developed which are appropriate for students in a multicultural society. Current research concerning proven innovative teaching methods; classroom management; motivational materials; creative lesson formats; technology, including the World Wide Web; and alternative assessment will be discussed and used. This will be taken the fall before student teaching and concurrently with ES 401. Prerequisite: ES 300.

ES 425 Secondary Business Instructional Strategies and Assessment (Fall) 3 hrs.

A study of appropriate content, methods, materials and evaluation techniques for teaching business education to secondary students. To be taken concurrently with ES 401P.

ES 430 Secondary Social Studies Methods (Fall) 3 hrs.

A study of content, teaching methods and trends. Emphasis is on designing learning activities appropriate for secondary school students in a multicultural society, innovative teaching methods (i.e., interdisciplinary teams, cooperative learning, creative and critical thinking skills), classroom management, motivational materials, planning and evaluation of instruction to enhance student learning and positive behavior, and on knowledge of social concepts and principles and their application in technology and society. To be taken concurrently with practicum ES 401P. Prerequisite: PY 220, ES 300.

ES 451 Classroom and Behavior Management (Fall, Spring) 3 hrs.

A study of the knowledge, skills, and values important for managing students in a school setting. It is designed to critically analyze various behavior management models and to develop appropriate, effective skills for organizing and managing classrooms in a diverse society. Topics include age and stage appropriate behaviors, growth and development needs of adolescents, preventive strategies, conflict resolutions, and individual and group management. To be taken concurrently with student teaching (ES 475).

ES 475 Student Teaching (Fall, Spring) 12 hrs.

A twelve-week field experience under the supervision of college supervisors and a certified secondary teacher with a minimum of three years teaching experience, provides an opportunity for the student to satisfactorily demonstrate effective teaching practices. Self-evaluation and reflective teaching are facilitated by seminars and journal writing. Approval of candidacy by the School of Education Governance Committee is required.

## MUSIC EDUCATION COURSES

ME 302 Methods of Teaching Music P-6 (Spring) 3 hrs.

A study of developmentally appropriate, effective methods and strategies for organizing and teaching P-6 music classes in a diverse society. Various approaches will be critically analyzed. The ability to write instructional objectives and lesson plans implementing a variety of activities will be emphasized, along with various assessment and evaluation techniques. Taken concurrently with ME 302P.

ME 302P Music Practicum P-6 (Spring) 1 hr.

A 40-hour clinical experience taken concurrently with ME 302. Completed in grades P-6 under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

ME 390P August Experience P-6 2 hr.

A two-week, full-time (80 hours) field experience for music education majors in the public school system in grades P-6, to be completed prior to the beginning of the fall semester. The student will gain experience in the planning for the school year and the initial preparations and staff meetings. To be taken prior to the junior year.

ME 391P August Experience 7-12 2 hr.

A two-week, full-time (80 hours) field experience for music education majors in the public school system in grades 7-12, to be completed prior to the beginning of the fall semester. The student will gain experience in the planning for the school year and the initial preparations and staff meetings. If there is a marching band camp in progress, the student will be involved in it. To be taken prior to the senior year.

ME 402 Curriculum and Methods of Teaching Music 7-12 (Fall) 3 hrs.

This course is for music education majors who are nearing completion of their course work. It is a direct preparation for the teaching internship and for full-time teaching. Concentration is on curriculum, methods, and evaluation techniques for teaching music to a diverse student body in the secondary schools. Special attention is given to multicultural issues, marching techniques, and music technology. Taken concurrently with ME402P.

ME 402P Curriculum Practicum 7-12 (Fall) 1 hr.

A 40-hour clinical experience taken concurrently with ME 402. Completed in grades 7-12 under the supervision of a certified teacher with a minimum of three years experience and the college supervisor.

ME 451 Classroom and Behavior Management (Fall, Spring) 3 hrs.

A study of the knowledge, skills, and values important for managing students in a school setting. It is designed to critically analyze various behavior management models and to develop appropriate, effective skills for organizing and managing classrooms in a diverse society. Topics include age and stage appropriate behaviors, growth and development needs of adolescents, preventive strategies, conflict resolutions, and individual and group management. To be taken concurrently with student teaching (ME 475).

ME 475 Student Teaching (Fall, Spring) 12 hrs.

A twelve-week field experience under the supervision of college supervisors and a certified secondary teacher with a minimum of three years teaching experience, provides an opportunity for the student to satisfactorily demonstrate effective teaching practices. Self-evaluation and reflective teaching are facilitated by seminars and journal writing.

### SPECIAL COURSES

The following courses are not a part of the regular School of Education programs and require permission from the School of Education Governance Committee for enrollment.

EC/EM/ES/ME 470 Special Topics 1-3 hrs.

An in-depth study of a subject of special interest to students or public school personnel in one area of study in education. By permission only.

ED 476 Practicum (Fall, Spring) 3 hrs.

Observation, participation and teaching under the guidance of a qualified supervising teacher in the school setting. Seminars on campus, journal writing, and conferences focus on the practicum experience. By permission only.

EC/EM/ES/ME 480 Internship (Fall) 5 hrs.

EC/EM/ES/ME 481 Internship (Spring) 5 hrs.

Internship teaching under the guidance of a mentor teacher, a college supervisor, principal and the district curriculum director in the school setting. Seminars on campus, journal writing, journal readings, and conferences with the mentor team focus on helping the teacher develop a self-evaluative and reflective teaching style. By permission only.

### ENGLISH

EN 090 Basic Writing\* (Fall, Spring) 3 hrs.

This course provides a thorough review of the fundamentals of English grammar, including parts of speech, sentence structure, standard grammatical usage, punctuation, and mechanics. Emphasis is placed upon the application of these principles to written and spoken communication. (\*See Requirements for Graduation.) A grade of "C-" or better and a passing score on the exit exam is required to exit this course. This course does not meet graduation requirements for English.

EN 101 Freshman Composition I (Fall, Spring) 3 hrs.

Preparation for academic writing. Focuses on general writing processes and grammar, diction, and organization as well as specific academic writing skills, including narration, description, and illustration. Research instruction takes the form of finding, organizing, and documenting research in a research project. Prerequisite: SAT verbal of 450 or higher, ACT of 18 or higher, or passing grade on the Accuplacer test, or a grade of "C-" or above in EN 090. A grade of "C-" or better is necessary to exit this course.

EN 102 Freshman Composition II (Fall, Spring) 3 hrs.

Intensive practice in the development of academic writing skills. Focuses on critical writing, analysis, persuasion, and synthesizing research materials. The major project will be writing a research paper. Prerequisite: Grade of "C-" or better in EN 101. A grade of "C- or better is necessary to exit this course.

EN 200 Introduction to Literature (Fall, Spring) 3 hrs.

An introduction to great literature of the world (narrative, poetry, and drama) focusing on the deepening and broadening of students' interpretive and analytical skills to help them become thinkers, readers, and writers for life. Prerequisite: Grade of "C-" or better in EN 102.

EN 260 Advanced Grammar (Fall, even years) 3 hrs.

A study of traditional and structural English grammar and standard usage as it continues to evolve. Prerequisite: Grade of "C-" or better in EN 102.

EN 291 Christianity and Literature (Infrequent) 3 hrs.

Drawing on the rich heritage of Christian literature, EN 291 offers students an introduction to notable authors and works through assigned readings, classroom discussions, and substantive analytical and evaluative course work. Prerequisite: Grade of "C-" or better in EN 200.

EN 293 Oxford Christians (Infrequent) 3 hrs.

EN 293 offers students a focused study of the major themes, key techniques, and significant qualities of the writings of C.S. Lewis, J.R.R. Tolkien, Dorothy Sayers, Charles Williams, and others associated with the Inklings group of Oxford, England, during the middle half of the twentieth century. In addition to reading widely, sharing observations and conducting critical research, students will be introduced to the intellectual milieus and the biographical details relating to these figures which provide the context for productively exploring the literary accomplishments of these authors, educators, journalists, friends and believers. Prerequisite: Grade of "C-" or better in EN 200.

EN 311 Adolescent Literature (Fall, even years) 3 hrs.

A critical study of literature for the adolescent reader. Emphasis is placed on the special characteristics and needs of young people and the evaluation of materials for readers grades 4-12. Prerequisite: Grade of "C-" or better in EN 200.

- EN 320 The English Novel (Infrequent) 3 hrs.  
A study of the British novel from the beginning of the modern form of the novel in the eighteenth century through contemporary works. Prerequisite: Grade of "C-" or better in EN 200.
- EN 325 The American Novel (Infrequent) 3 hrs.  
A study of the development and evolution of major works of American fiction. Prerequisite: Grade of "C-" or better in EN 200.
- EN 335 Modern Drama (Infrequent) 3 hrs.  
A study of representative plays from Ibsen to contemporary dramatists. This is a close readings course. Writers whose works may be considered include Ibsen, Strindberg, Chekhov, Rostand, Shaw, Coward, Wilde, Synge, Eliot, O'Neill, Miller, Williams, Beckett, Shepard, Wasserstein, Mamet, and Stoppard. Prerequisite: Grade of "C-" or better in EN 200.
- EN 340 Non-Western World Literature (Spring, even years) 3 hrs.  
This course is a multi-ethnic approach to the literature of Australia, Oceania, New Zealand, the Far East, Africa, and Latin America. A variety of genres will be read and studied from each area, analyzing the uniqueness of each culture and its traditions. At the same time the needs and aspirations, the desires and struggles which embrace us all and unite us in the human experience will be discovered. Prerequisite: Grade of "C-" or better in EN 200.
- EN 345 Major American Authors I (Fall, odd years) 3 hrs.  
Intensive survey of major American authors from the Colonial Period to 1865 with reference to historical, biographical, and social backgrounds. Prerequisite: Grade of "C-" or better in EN 200.
- EN 346 Major American Authors II (Spring, even years) 3 hrs.  
Intensive survey of major American authors beginning with the Age of Realism (1865) and continuing to the present with reference to historical, biographical, and social backgrounds. Prerequisite: Grade of "C-" or better in EN 200.
- EN 370 Advanced Composition (Spring) 3 hrs.  
This course is a writer's workshop emphasizing style, techniques, and form in expository writing. Prerequisite: Grade of "C-" or better in EN 200.
- EN 375 Creative Writing (Fall, odd years) 3 hrs.  
The main objective of this course is to aid the student in the discovery of his or her unique writing voice through the focus on the craft of writing, with practice and discussion of short stories, poetry and creative nonfiction. Prerequisite: Grade of "C-" or better in EN 200.
- EN 380 History of the English Language (Fall, odd years) 3 hrs.  
This course provides a survey of the development of the English language through Old English, Middle English, and Modern English, with emphasis on growth of vocabulary and grammatical changes. In addition, the International Phonetic Alphabet will be used to show historical changes, as well as dialectal variations, in pronunciation. Prerequisite: Grade of "C-" or better in EN 200.
- EN 392 Studies in Southern Literature (Infrequent) 3 hrs.  
This course is a study of literary achievement in the South from 1610 to the present, with attention to local color, the Southern Renaissance, and more recent Southern writers. Study may include writers such as Poe, Clemens, Warren, Faulkner, O'Conner, and Welty, among others. Prerequisite: Grade of "C-" or better in EN 200.
- EN 395 Introduction to Critical Theories (Spring, even years) 3 hrs.  
EN 395 surveys the systems of and provides a historical introduction to the major schools of critical theory which have influenced the development of literary interpretation as a scholarly, academic discipline of study. Engaging the historical and contemporary schools of critical theory will provide the student—in the context of an integration of faith and learning and with an eye to individual prospects for graduate or other scholarly studies—with an understanding of the concepts which have served as intellectual underpinnings for the interpretation of literature throughout the modern era. Prerequisite: Grade of "C-" or better in EN 200.
- EN 431 English Romantic Literature (Infrequent) 3 hrs.  
This course concentrates on poetry and fiction of the period from 1798 to 1832, with special emphasis on Blake, Coleridge, Wordsworth, Byron, Keats, and Shelley. Prerequisite: Grade of "C-" or better in EN 200.
- EN 445 Major British Authors I (Fall, even years) 3 hrs.  
Intensive survey of major British authors from the Middle Ages through the eighteenth century (450-1798) with reference to historical, biographical, and social backgrounds. Prerequisite: Grade of "C-" or better in EN 200.
- EN 446 Major British Authors II (Spring, odd years) 3 hrs.  
Intensive survey of major British authors beginning with the Romantic Period (1798) and continuing to the present with reference to historical, biographical, and social backgrounds. Prerequisite: Grade of "C-" or better in EN 200.
- EN 447 Major Western Authors I (Spring, odd years) 3 hrs.  
Intensive survey of major Western world authors, from the ancient period to the Renaissance. This course takes as its emphasis man's search for meaning and for his place in the universe. In it are examined the best of the human endeavor and its inherent limitations, as viewed through the literature of our Western cultural heritage. Included are the origins and development of the epic, the drama, and the lyric. Prerequisite: Grade of "C-" or better in EN 200.
- EN 448 Major Western Authors II (Fall, odd years) 3 hrs.  
Intensive survey of major Western world authors beginning with the Neoclassic period continuing through the Romantic, Realistic, Naturalistic and Modern periods, and continuing to the present. Prerequisite: Grade of "C-" or better in EN 200.

EN 450 Special Topics in English Studies 3 hrs.

This course is designed to provide examination of subjects not otherwise offered in the English program. Instructors and subject matter will vary from semester to semester. Only one such course may be counted toward the Major in English (as three of the six hours of general electives). Sample topics: The Bible as Literature, Folklore Studies, African-American Literature, Studies in Faulkner, Christ Figures in Film, and Milton. Prerequisite: Grade of "C-" or better in EN 200.

EN 474 Senior Research Project I (Fall, Spring) 1 hr.

Option 1: Senior BA In English majors who do not plan to attend graduate school will learn the value of revision and expansion of papers by submitting a senior portfolio during the fall semester of their senior year. Departmental approval must be given for this option.

Option 2: Senior BA in English majors will begin working by-weekly with a major professor on a 20-25 page paper on a topic authorized by the entire department. The project must be approved by the English Department in the second semester of the student's junior year. This paper should demonstrate the student's ability to think and write analytically, critically, and creatively and to do an acceptable caliber of research using a variety of credible sources.

EN 475 Senior Research Project II (Fall, Spring) 1 hr.

Option 1: This course is a continuation of Option 1 in EN 474. Students will perform a variety of research tasks aimed at making them more aware of careers outside the field of teaching. These tasks shall include discovering three career paths, observing workplaces, and interviewing successful professionals. The research will culminate in a job application portfolio and an essay describing each student's research experience and discoveries.

Option 2: This course is a continuation Option 2 in EN 474, with the first draft of the paper being due in the 4th week of the last semester of the student's program. The final draft is due the 10th week of the same semester. Upon final departmental approval, the paper will be presented in a public venue.

EN 490 Shakespeare (Fall, even years) 3 hrs.

This course is a study of a representative sample of Shakespeare's comedies, tragedies, and histories, as well as his sonnets. Prerequisite: Grade of "C-" or better in EN 200.

### FRESHMAN SEMINAR

FS 101 Freshman Seminar  
(Fall, Spring) 2 hrs.

Within the framework of a Christian environment, FS 101 enhances the positive transition from high school to Emmanuel College, develops personal relationships, builds an understanding of and respect for diversity, fosters cultural literacy, and strengthens academic success. The course, which will include group activities and innovative teaching styles, will be taught by a faculty/staff instructor and a peer instructor.

### FOREIGN LANGUAGE

FR 120 Elementary French I (Fall) 3 hrs.

Elementary French I introduces the student to one-fourth of the culture, phonetics, grammar and vocabulary needed to adequately express the target language. The student will maintain a balance between the four basic language skills of reading, writing, listening, and speaking.

FR 121 Elementary French II (Spring) 3 hrs.

Elementary French II introduces the student to the second fourth of the culture, phonetics, grammar and vocabulary needed to adequately express the target language. The student will maintain a balance between the four basic language skills of reading, writing, listening, and speaking. Prerequisite: FR 120 or placement test.

FR 220 Intermediate French I (Fall) 3 hrs.

Intermediate French I introduces the student to the third-fourth of the culture, phonetics, grammar and vocabulary needed to adequately express the target language. The student will maintain a balance between the four basic language skills of reading, writing, listening, and speaking. Prerequisite: FR 121 or placement test.

FR 221 Intermediate French II (Spring, Infrequent) 3 hrs.

Intermediate French II introduces the student to the last fourth of the culture, phonetics, grammar and vocabulary needed to adequately express the target language. The student will maintain a balance between the four basic language skills of reading, writing, listening, and speaking. Prerequisite: FR 220 or placement test.

GR 351 New Testament Greek I (Fall, even years) 4 hrs.

This course is the first of a one-year study of the essentials of Greek grammatical forms, syntax, and vocabularies for preparing students to read the New Testament in the original language.

GR 352 New Testament Greek II (Spring, odd years) 4 hrs.

A continuation of GR 351, a study of the essentials of Koine Greek grammar, syntax, and vocabulary of the New Testament. Attention is given to ways in the N. T. Greek studies can provide grammatical and exegetical insights for preaching and teaching the New Testament. Prerequisite: Grade of "C-" or better in GR 351.

GR 411 Greek Readings in John's Gospel (Infrequent) 3 hrs.

Translation of passages from the Gospel and epistles of John with attention given to vocabulary building. Emphasis is placed upon attaining reading skills through word-form recognition. Attention will be given to exegetical insights derived from reading the texts. Prerequisite: Grade of "C-" or better in GR 352.

GR 451 Principles of Greek Exegesis (Fall, odd years) 4 hrs.

Review an elaboration of important syntactical and grammatical forms with a view toward enabling the student to do grammatical-historical exegesis of the New Testament. The praxis of textual

criticism will be introduced. Prerequisite: Grade of "C-" or better in GR 352.

SP 120 Elementary Spanish I (Fall) 3 hrs.

Elementary Spanish I introduces the student to one-fourth of the culture, phonetics, grammar and vocabulary needed to adequately express the target language. The student will maintain a balance between the four basic language skills of reading, writing, listening, and speaking.

SP 121 Elementary Spanish II (Spring) 3 hrs.

Elementary Spanish II introduces the student to the second fourth of the culture, phonetics, grammar and vocabulary needed to adequately express the target language. The student will maintain a balance between the four basic language skills of reading, writing, listening, and speaking. Prerequisite: SP120 or placement test.

SP 220 Intermediate Spanish I (Fall) 3 hrs.

Intermediate Spanish I introduces the student to the third-fourth of the culture, phonetics, grammar and vocabulary needed to adequately express the target language. The student will maintain a balance between the four basic language skills of reading, writing, listening, and speaking. Prerequisite: SP121 or placement test.

SP 221 Intermediate Spanish II (Spring, infrequent) 3 hrs.

Intermediate Spanish II introduces the student to the last fourth of the culture, phonetics, grammar and vocabulary needed to adequately express the target language. The student will maintain a balance between the four basic language skills of reading, writing, listening, and speaking. Prerequisite: SP220 or placement test.

### GEOGRAPHY

GY 101 Human Geography (Fall, Spring) 3 hrs.

A survey of global patterns of resources, population, culture, and economic systems.

### HISTORY

HY 110 History of Western Civilization I (Fall, Spring) 3 hrs.

A survey course in history which covers the rise and development of the western world from prehistoric times until 1715.

HY 111 History of Western Civilization II (Fall, Spring) 3 hrs.

A survey course in history which covers the major developments of the western world from 1715 until present.

HY 272 American History I (Fall, Spring) 3 hrs.

A survey of the American nation from the Age of Discovery to 1865.

HY 273 American History II (Fall, Spring) 3 hrs.

A survey of the American nation from 1865 to the present.

**Enrollment in the following courses has a prerequisite of completion of at least one 200-level history survey course.**

HY 301 History and Government of Georgia (Fall) 3 hrs.

A study of Georgia history and government from its first occupation and development to the present with emphasis on political, economic, and social trends.

HY 305 Non-Western World Historical Influences (Spring) 3 hrs.

A study of selected developing areas in Africa, Asia, or Latin America. Present day governmental and cultural practices will be viewed from a historical perspective. Some emphasis will be placed on the national interest of each area in conjunction with U. S. policy concerns.

HY 310 Ancient History (Infrequent) 3 hrs.

A study of the ancient Near East, Greece and Rome. Emphasis is given to political, economic, religious and social factors in the rise and fall of these civilizations.

HY 311 Medieval History (Spring, even years) 3 hrs.

An examination of the decline of the Roman Empire, the arrival and spread of Christianity, and the emergence of Western European kingdoms. This study focuses on political, economic, religious, and intellectual developments in Europe until 1500.

HY 312 History of Christianity (Fall) 3 hrs.

A study of the history of Christianity from the origin of the Christian church to the present. Includes the study of the Early Church Fathers, early church organization, the development of Roman Christianity, Eastern Orthodoxy, and the development and spread of Protestantism.

HY 315 Renaissance, Reformation, Enlightenment (Fall, even years) 3 hrs.

A survey course of European history from 1400 to 1789 covering the historical epochs of the Renaissance, Reformation, Scientific Revolution, and Enlightenment to the eve of the French Revolution.

HY 335 Birth of the American Nation (Fall, even years) 3 hrs.

This course is a study of the American nation from 1700 through 1789 to include development of the colonies under the British Empire and the struggle of the colonies to escape from that empire and to establish a new nation.

HY 340 Early National and Antebellum America (Spring, odd years) 3 hrs.

This course is a study of American social, political and cultural development from 1789 to 1860.

HY 345 Growth of the American Nation (Fall, odd years) 3 hrs.

This course is a study of the United States from 1860 to 1900. The course will include advances made in government, the economy, the

social structure, the results of military conflicts, and the influx of immigrants into the United States .

HY 411 Europe in the Nineteenth Century (1815–1914)  
(Spring, odd years) 3 hrs.

A study of European developments from the Congress of Vienna until World War I. Emphasizes the political upheavals, unification movements, and imperialism.

HY 412 Twentieth Century Europe (1914–Present)  
(Fall, odd years) 3 hrs.

Surveys from World War I to the present including the rise of the Soviet system, Fascism, and Nazism. Includes World War II and a study of the social and cultural developments in the contemporary phase of European history.

HY 435 Expansion of the American Nation (Spring, even years) 3 hrs.

A study of political, economic, and social forces operating within America from 1914 to present. Special foci will be World War I, the Great Depression and the New Deal, World War II, the Cold War, the fall of the Soviet Union, and the post-Cold War world.

HY 460 Civil War and Reconstruction, 1848–1877  
(Infrequent) 3 hrs.

The crisis period in American History, secession, social and economic problems, changes in the South.

HY 470 Special Topics in American History 3 hrs.

A special subject in American History not otherwise offered in the history curriculum. Topics, methodology, and instructors will vary from semester to semester.

HY 480 Internship (Per student demand) 3 hrs.

A supervised work experience in a history/political science related area within an approved on-campus or off-campus organization, school, business, or industry.

HY 490 Historiography (Spring) 3 hrs.

This course is a study of the methods of historical research and writing as well as a brief study of the philosophy of history and historiography. The student must write a satisfactory formal paper.

### HUMANITIES

HU 200 Art-Music Appreciation (Fall) 3 hrs.

This survey course is designed to acquaint students with the great masterworks of Western and non-Western art and music. The student will learn about the socio-economic, political and cultural environments in which the works were created, and about the great masters and their techniques. Historical eras will range from Antiquity through the Twentieth/Twenty-First Century.

HU 203 Introduction to Acting (Fall) 3 hrs.

A study of basic techniques and approaches to the art of acting.

HU 204 Theater Appreciation (Spring) 3 hrs.

A study of Western dramatic literature, the art and craft of the 20th century theater. Includes an analysis of the play script, the audience, and the various elements of production and performance that constitute theater.

HU 218 Drama Workshop (Spring) 1 hr.

Practical training and experience in a broad range of both performance and technical drama experience.

HU 220 Religion and Culture (Infrequent) 3 hrs.

An introduction to the study of the popularity, nature, value and controversies of religion as portrayed in academic disciplines from music to psychology to physics. After examining different ways of studying religion, a survey is given to various theories on the origin and function of religion in human culture from philosophical, anthropological, sociological, psychological, political, theological and Biblical perspectives. Special attention is given to the student's personal integration of faith and learning, religion and its interface with culture, into a Christian worldview. Prerequisite: BI140 or BI141, sophomore status or permission of instructor.

HU 230 Religion and Philosophy (Infrequent) 3 hrs.

An examination of the rational foundations of religious beliefs about God and life in contemporary culture. An introduction is given to the nature of critical thinking and procedures of logical thinking for assessing whether belief in God is rational, objective, intelligible and justifiable. The value of the use of reason in religion and its interface with culture and individual experience will be examined with a view toward the student's development of a Christian worldview. Attention is given to historic claims of the Christian religion concerning the status of the Bible and the person of Jesus Christ in view of contemporary issues of pluralism and tolerance.

HU 470 Special Topics in Humanities 3-6 hrs.

This is a flexible course ranging from 3 to 6 credit hours, for the purpose of special studies in foreign language, English, art history, music history, theater, or any combination thereof. The student must be of junior or senior standing, and must have approval of the instructor, department chair, and vice president for academic affairs. Students may take the course for credit more than once if the topics are different. Study abroad must be directed by an Emmanuel College faculty member in order for the student to receive credit. This course is conducted as a directed study and requires payment of the appropriate directed study fees.

## KINESIOLOGY

### Physical Education Activities Courses:

PE 101, 201 Volleyball (Fall)	1 hr.
PE 102, 202 Tennis (Spring)	1 hr.
PE 103, 203 Basketball/Softball (Infrequent)	1 hr.
PE 105, 205 Total Fitness (Fall, Spring)	1 hr.
PE 107, 207 Racquetball (Fall, Spring)	1 hr.
PE 108, 208 Weight Training (Spring)	1 hr.
PE 125, 225 Hiking (Infrequent)	1 hr.
PE 126, 226 Golf (Fall)	1 hr.

### Intercollegiate Team Members Only:

PE 110–410 Varsity Basketball (Fall)	1 hr.
PE 111–411 Varsity Tennis (Spring)	1 hr.
PE 112–412 Varsity Baseball (Spring)	1 hr.
PE 119–419 Varsity Softball (Spring)	1 hr.
PE 123–423 Varsity Soccer (Fall)	1 hr.

Physical Education activity courses may not be taken more than two times for credit toward meeting the PE activity course requirements for graduation.

The following courses may not be used as substitutes for the PE activity course requirement.

KN 116, 117, 216, 217 Intramural Officiating (Fall, Spring)	1 hr.
---	-------

Practical experience in officiating intramural games.

KN 215 First Aid and Safety (Fall, Spring)	1 hrs.
--	--------

Included in this study are the principles and techniques of emergency treatment of illness or injury before medical aid can be obtained. The Red Cross First Aid Course is used as a guideline with civil defense and related factors covered. Certification in CPR is an optional component of this course.

KN 218 History and Philosophy of PE, Exercise Science and Sport (Fall)	3 hrs.
--	--------

An introduction to the field of physical education and sport including aims, objectives, history, philosophy, programs, principles, basic concepts of organization and administration, professional organizations, and the relationship of Christian commitment to the field.

KN 219 Personal & Community Health & Wellness (Fall, Spring)	3 hrs.
--	--------

A general course dealing with knowledge and understanding of physical and emotional health as related to the individual and his environment.

KN 221 Sports Officiating (Spring)	2 hrs.
------------------------------------	--------

A study of rules, interpretation, and officiating techniques for basketball, volleyball, softball, and soccer. Practical laboratory officiating experiences are required.

KN 313 Organization and Administration of PE, Recreation and Athletics (Spring)	3 hrs.
---	--------

Review of supervision and administration of physical education and athletic programs at the school, community, or business levels.

KN 314 Principles of Nutrition (Fall)	3 hrs.
---------------------------------------	--------

A study of food and its relationship to the well-being of the human body. Emphasis is placed on the nutritive value of food and metabolism.

KN 319 Athletic Training (Spring)	3 hrs.
-----------------------------------	--------

An introduction into the handling of common injuries involved in competitive athletics; preventive techniques, immediate care, and taping of selected injuries. Prerequisite: KN 215.

KN 321 Kinesiology (Spring)	3 hrs.
-----------------------------	--------

A survey of the basic mechanics of human motion, action of muscles and joints, motor skills, and application of these to physical activities.

KN 322 Exercise Testing and Prescription (Fall)	3 hrs.
---	--------

This course provides knowledge and practical experience in exercise testing procedures emphasizing principles and guidelines for safe and effective prescription.

KN 330 Sports Psychology (Fall)	3 hrs.
---------------------------------	--------

This course will examine the influence of psychological factors on performance in sports. Topics will include: athlete personality, attention, anxiety and arousal issues, cognitive intervention, causal attribution, motivation, aggression in sport, and benefits and problems of exercise.

KN 401 Tests and Measurements (Fall, odd years)	3 hrs.
---	--------

Application of measurements to health and physical education, including tests of strength, physical fitness, skill educability, and progress. Prerequisite: MA 200.

KN 405 Advanced Athletic Training (Infrequent)	3 hrs.
--	--------

Advanced training in evaluation methods and rehabilitation techniques for athletic injuries.

KN 413 Motor Learning (Spring)	3 hrs.
--------------------------------	--------

A study of the processes related to the acquisition and performance of motor skills.

KN 414 Exercise Physiology (Spring)	3 hrs.
-------------------------------------	--------

The combined study of the structure and function of the human body as it relates to living in a physical world of muscular activity.

KN 450 Internship (Fall, Spring)	3 hrs.
----------------------------------	--------

KN 452 Internship (Fall, Spring)	3 hrs.
----------------------------------	--------

A supervised work experience in sports management taking place on the college campus working with the athletic department, student activity



center, and/or intramurals. Or with an approved organization, school, business, or industry within the community. Minimum of 120 hours.

KN 454 Internship (Fall, Spring) 3 hrs.  
KN 456 Internship (Fall, Spring) 3 hrs.

A supervised work experience in wellness/fitness with an approved organization, school, business, or industry. Minimum of 120 hours.

## MATHEMATICS

MA 099 Intermediate Algebra\* (Fall, Spring) 3 hrs.

This course is designed for those students who need additional preparation before they take their required mathematics course(s). Much time is devoted to review and practice of intermediate algebra. This course does not meet the mathematics requirement for graduation. (\*See Requirements for Graduation.)

MA 122 Mathematical Ideas (Fall, Spring) 3 hrs.

This course covers topics that include but are not limited to critical thinking, problem solving, logic, sets, integers, rational and real numbers, introductory statistics, exponential growth, functions, geometry, visual art, music and networks. Prerequisite: Satisfactory score on the Mathematics Placement Exam (MPE) or "C-" or better in MA 099.

MA 124 College Algebra (Fall, Spring) 3 hrs.

This course is a study of the real number system, functions and graphs, polynomials, linear and quadratic equations and inequalities, systems of equation, complex numbers, and binomial theorem. Prerequisite: Satisfactory score on the Mathematics Placement Exam (MPE) or "B" or better in MA 099.

MA 124I Intensive College Algebra (Fall, Spring) 3 hrs.

This course covers the same content as the College Algebra course (MA 124), but meets five (5) class contact hours in order to help students who will benefit from more examples and explanation of concepts provided by additional classroom interaction with the instructor. Prerequisite: Satisfactory score on the Mathematics Placement Exam (MPE) or "C-" or better in MA 099.

MA 125 College Trigonometry (Spring) 3 hrs.

This course is a study of trigonometric functions, equations, identities, inverse functions, solutions of triangles, and complex numbers. Prerequisite: Satisfactory score on the Mathematics Placement Exam (MPE) or "C-" or better in MA 124/124I.

MA 175 Pre-Calculus (Fall, Spring) 4 hrs.

This course is designed for students who will take calculus and already have basic algebra and trigonometry skills. Topics covered include polynomial, rational, exponential, logarithmic and trigonometric functions with emphasis on graphing techniques. Other topics include inequalities and trigonometric identities. Prerequisite: Satisfactory score on the Mathematics Placement Exam (MPE) or "C-" or better in MA 125.

MA 200 Statistics (Fall, Spring) 3 hrs.

This is an introductory course designed for students who need a working knowledge of statistics. This course includes the following: descriptive statistics, probability and probability distributions, parameter estimation, hypothesis testing, and linear regression. Prerequisite: Satisfactory score on the Mathematics Placement Exam (MPE) or "C-" or better in MA 099.

MA 210 Principles of Mathematics (Fall) 3 hrs.

This course provides content and structural development necessary for elementary teachers. Emphasis on techniques and definitions of addition, subtraction, multiplication, division, including numeration systems, sets, whole numbers, integers, elementary number theory, and algebra. This course is available for credit only to Early Childhood Education majors. Prerequisites: Satisfactory score on the Mathematics Placement Exam (MPE) or "C-" or better in MA 099.

MA 211 Mathematics for Early Childhood Teachers (Spring) 3 hrs.

This course is a completion of structural development of the real number system including operations, solving equations, problem solving, informal geometry, measurement and metric concepts. It includes use of manipulatives and introduction to computer application in the classroom. Special emphasis is given to teaching mathematics at P-5 level under simulated conditions. This course is available for credit only to Early Childhood Education majors. Prerequisites: "C-" or better in MA 210.

MA 212 Mathematics for Middle Grades Teachers (Spring) 3 hrs.

This course is a completion of structural development of the real number system including operations, solving equations and problem solving. It includes use of manipulatives, algebra, geometry, and introduction to computer application in the classroom. Special emphasis is given to teaching mathematics at 4-8 grade level under simulated conditions. This course is available for credit only to Middle School Education majors. Prerequisites: Satisfactory score on the Mathematics Placement Exam (MPE) or "C-" or better in MA 124/124I.

MA 220 Linear Algebra I (Fall) 3 hrs.

This course is an introduction to linear algebra with a focus on matrix algebra. Topics include: an introduction to vectors, dot products and linear geometry, matrices, theory of systems of linear equations, determinants, and finite dimensional vector spaces, linear transformations, eigenvalues and eigenvectors. Applications will be discussed. Prerequisites: "C-" or better in MA240.

MA 240 Differential Calculus (Spring) 4 hrs.

This course is an introductory differential calculus course with applications. Topics include: limits, continuity, differentiability, derivatives exponential, logarithmic and trigonometric functions, related rates, maximum and minimum problems, curve sketching, Newton's method, and conic sections, and infinite series. Prerequisites: "C-" or better in MA175.

MA 241 Integral Calculus (Fall) 4 hrs.	MA 367 Mathematical Solution Programming (Fall) 3 hrs.
This is an introductory course in integral calculus and its applications. Topics include: Riemann sums, the Riemann integral, anti-derivatives, infinite series, the Fundamental Theorem of Calculus, techniques of integration, area, volume, arc length, surface area, force, work, center of mass, and an introduction to differential equations. Prerequisites: "C-" or better in MA240.	This course develops skills in solving problems using professional mathematical software. The software ranges from the basic mathematical functions in EXCEL and various computational packages to the symbolic capabilities in software such as MAPLE, Mathematica or MATLAB. The course includes use of the software to generate graphics for instruction or illustration of results. Basic computer proficiency is required to take this course. Prerequisites: MA 240.
MA 242 Multivariable Calculus (Spring, odd years) 3 hrs.	MA 400 Probability (Spring, odd years) 3 hrs.
This course is an introduction to calculus of functions of two and three variables. Topics include: vectors in two and three dimensions, parametric curves, continuity and differentiability of functions of several variables, directional derivatives, Lagrange multipliers, multiple integration, polar coordinates, Gauss-Green and Stokes' Theorems. Prerequisites: "C-" or better in MA 220 and MA241.	This is an introduction to probability theory. Topics include: axioms of probability, discrete and continuous random variables, jointly distributed random variables, expected value, variance, and covariance. Further topics include: sample mean, sample variance, confidence intervals, hypothesis testing, and regression. Prerequisites: MA 241 and MA 321.
MA 300 Geometry (Spring) 3 hrs.	MA 420 Abstract Algebra (Fall, even years) 3 hrs.
The course builds on the concepts of the NCTM Standards discussed in MA 210 and MA 212 and contains basic information about informal geometry and topology, motion geometry, and measurement of geometric figures as a necessary foundation for teaching these topics. Prerequisites: C or better in MA124 or MA 212.	This is an introduction to abstract algebra. Topics include: sets and types of functions corresponding to sets, the integers and their properties, modular arithmetic, equivalence classes, groups, homomorphisms, rings, integral domains, fields and polynomials. Prerequisites: "C-" or better in MA220.
MA 310 Topology (Spring, odd years) 3 hrs.	MA 440 Mathematical Analysis (Fall, odd years) 3 hrs.
This course is an introduction to general topology. Topics covered include metric spaces, topological spaces, continuity, convergence, separation, count ability, metrizable spaces, and connectedness. Prerequisites: "C-" or better in MA 220 and MA 241.	This course is a rigorous study of topics beyond the intermediate level of the calculus. It includes the real number system, point sets, basic topology of $\mathbf{R}^n$ functions, sequences, limits, continuity and uniform continuity, differentiation, indeterminate forms, and the Riemann integral. Prerequisites: "C-" or better in MA242 or MA 310.
MA 320 Linear Algebra II (Fall, odd years) 3 hrs.	MA 441 Numerical Analysis (Fall, odd years) 3 hrs.
This course builds upon MA220 Linear Algebra I and introduces linear optimization and approximation methods and theory. Topics include: inner product spaces, infinite dimensional spaces, diagonalization, projections, linear programming and duality theory. Applications will be discussed. Prerequisites: "C-" or better in MA 220 and MA 241.	This course introduces students to concepts for effective development and evaluation of algorithms to implement mathematics. Topics such as methods of finding zeros of functions, approximation of functions by polynomials, finite differences, numerical integration, solutions of systems of linear equations, numerical solutions of differential equations, and round-off error analysis are studied. Prerequisites: "C-" or better in MA321 and MA366.
MA 321 Discrete Mathematics (Spring, odd years) 3 hrs.	MA 450 Mathematical Topics (Fall) 3 hrs.
This is an introduction to discrete mathematics and mathematical proof. Topics include: an introduction to logic and truth values, set theory and its relationship to numbers and numerical operations, numerical bases other than base 10, combinatorial methods including counting techniques and the Pigeon Hole principle, recursive functions, relations, modular arithmetic, and linear programming. Prerequisites: "C-" or better in MA220.	This course is a review of topics covered in mathematics courses and mathematics education courses. The review concentrates mathematical topics that will appear on the terminal test that determines teacher certification for grades 7-12 in the State of Georgia. In addition to the review, the course provides an opportunity for teacher candidates to discuss issues that will arise in the secondary mathematics classroom. This class is for senior secondary mathematics education majors. Prerequisite: All mathematics courses in the student's plan of study except those that are taken concurrently with this course.
MA 350 Differential Equations (Spring, even years) 3 hrs.	
This course is an introduction to ordinary differential equations. Topics covered will include: solving first order differential equations by direct integration, separation of variables, and substitution methods, homogeneous and non-homogeneous equations, power series methods, linear systems of differential equations, and stability conditions. Prerequisites: "C-" or better in MA241.	

## MUSIC

MU 099 Music Seminar and Recital Attendance (Fall, Spring)      NC

Co requisite with all applied music. The number of required recitals is determined by the Music Faculty each semester with regard to the number of recitals and Cultural Awareness Concerts scheduled.

MU 060 Class Piano (Fall, Spring)      1 hr.

A course designed for the non-music major/minor. Develops fundamental music skills related to the keyboard. Curriculum enables the student to have a working knowledge in note-reading, correct technique, ensemble playing, and repertoire. Also included is an introduction to transposition, scales, and keyboard harmony.

MU 061, 062, 063, 064 Class Piano Sequence (Fall, Spring)      1 hr.

A class sequence designed for the voice or instrumental music major or minor. Develops fundamental music skills related to the keyboard. Curriculum enables the student to have a working knowledge in note-reading, correct technique, ensemble playing, and repertoire. Emphasis is placed on technical skills, transposition and keyboard harmony. Also included is an introduction to piano improvisation.

MU 170 Class Voice (Fall)      1 hr.

A course designed for the non-voice major or those just beginning voice training. The course is designed to develop basic skills needed for singing, such as proper breathing technique, posture, diction, tone production, music reading skills, and expressiveness in performance. The curriculum will include lessons in effective breathing, body alignment, English and Italian diction with attention to vowel formation, note-reading, and musicality and artistry through the study of music from the standard classical repertoire.

MU 201 Musical Theatre (Fall, Spring)      1 hr.

A course designed for students interested in developing skills in acting and singing. The course covers developing basic skills in stage etiquette, stage movement, voice projection, singing, and dramatic presentation. The curriculum includes preparing a Musical Revue performance in the fall semester and a musical production, opera workshop, or other performances on and off the college campus in the spring semester. Full-year commitment is requested. Prerequisite: Audition and permission of the instructor.

### MUSIC MAJOR AND MINOR COURSES

MU 140 Music Theory I (Fall)      3 hrs.

Study of the fundamentals of tonal music, including notation, scales, keys, meter, rhythm, and chords. Keyboard proficiency is stressed. Co requisite: MU 142. Required in major and minor.

MU 140I Music Theory I (Intensive) (Fall)      3 hrs.

Study of the fundamentals of tonal music, including notation, scales, keys, meter, rhythm, and chords. Keyboard proficiency is stressed. Co requisite: MU 142. Required in major and minor. This intensive class stresses special needs for students who do not read music. Extra time

will be spent on assisting students who are less prepared to learn basic essentials concurrently with regular theory. All students who score 75% or below on the theory placement test must enroll in this course.

MU 141 Music Theory II (Spring)      3 hrs.

Continuation of MU 140. Introduction to chord structures and writing of harmonic progressions through the use of figured bass. Continued keyboard emphasis. Co requisite: MU 143. Prerequisite: MU 140, 142. Required in major and minor.

MU 142 Sight Singing and Ear Training I (Fall)      1 hr.

Materials to correlate with Music Theory I. Simple intervals, triads, scales, rhythms and melodies. Co requisite: MU 140.

MU 143 Sight Singing and Ear Training II (Spring)      1 hr.

Materials to correlate with Music Theory II. Seventh chords, diminished chords, basic progressions. Co requisite: MU 141. Prerequisite: MU 140, 142.

MU 220 Music History and Literature I (Fall)      3 hrs.

A survey of music history and related literature of Western Civilization from ancient times to 1750. Prerequisite: MU 140 or permission of instructor. Required in major.

MU 230 Music History and Literature II (Spring)      3 hrs.

A survey of music history and related literature of Western Civilization from 1750 to the present. Prerequisite: MU 220, MU 141. Required in major and minor.

MU 240 Music Theory III (Fall)      3 hrs.

Continuation of MU 141. Introduction to chromaticism, modulation, style analysis, and forms, with written application. Co requisite: MU 242. Prerequisite: MU 141, 143. Required in major.

MU 241 Music Theory IV (Spring)      3 hrs.

Continuation of MU 240. Includes extended use of chromaticism, introduction of 20th century techniques, and practical application of each concept. Co requisite: MU 243. Prerequisite: MU 240, 242. Required in major.

MU 242 Sight Singing and Ear Training III (Fall)      1 hr.

Materials to correlate with Music Theory III. Chromaticism and modulation, harmonic and melodic. Co requisite: MU 240. Prerequisite: MU 141, 143.

MU 243 Sight Singing and Ear Training IV (Spring)      1 hr.

Materials to correlate with Music Theory IV. Co requisite: MU 241. Prerequisite: MU 240, 242.

MU 245 Accompanying (Fall, odd years)	1 hr.	for the church music major only. Prerequisites: Junior standing; MU 220, MU 241, MU 243.
This course teaches the fundamentals of accompanying vocal and instrumental performers. Attention is given to keyboard performance practices of different historical periods. The class also includes practical experience in accompanying. Required in Piano Emphasis.		
MU 246 Keyboard Improvisation (Fall, even years)	1 hr.	MU 305 Church Music History (Spring) 3 hrs.
This course teaches a variety of techniques and fundamentals of keyboard improvisation: accompaniments, variations, transitions, and other practices used in jazz and contemporary praise and worship music. The class also includes practical application and experience in improvisation. Required in Piano Emphasis.		This course surveys church music history and related literature from the Protestant Reformation onward, with a special emphasis on American church music, singing schools to modern worship music. Prerequisite: MU 220.
MU 250 Diction (Spring, even years)	3 hrs.	MU 310 Methods/Materials of Church Music I (Fall) 3 hrs.
A specialized course in Italian, French, and German for singers majoring in vocal performance. Students will work with the International Phonetic Alphabet to learn correct pronunciations and rules governing each language. The course will assist students by enabling them to sing masterworks of vocal literature correctly in the basic European languages in which they originate.		Areas of study in this first course (of two) include the multiple choir program: children, youth, adults, instruments, and bell choir, as well as praise teams. Foci are on rehearsal techniques, pedagogy, and song leading. Included is special attention to blended worship in churches of all sizes. Prerequisite: Church music major of junior standing. Co requisite: MU 310P.
MU 256 Woodwind/String Techniques (Spring, odd years)	2 hrs.	MU 310P Practicum (Fall) NC
A course designed to introduce the music education student to the fundamentals of playing and teaching woodwind and stringed instruments. Students receive hands-on instruction. Required in the Music Education major but open to others according to the availability of instruments. Prerequisite: MU 140 and MU 141.		Students will spend a minimum of eight (8) hours per semester under the supervision of a local music minister/director.
MU 296 Brass/Percussion Techniques (Fall, odd years)	2 hr.	MU 320 Instrumental Literature and Pedagogy (Per student need) 3 hrs.
A course designed to introduce music education students to the fundamentals of playing and teaching brass and percussion instruments. Students receive hands-on instruction. Required in the Music Education major but open to others according to the availability of instruments. Prerequisites: MU 140 and MU 141.		A study of the music literature from different periods pertaining to the major instrument of the individual student, from solo literature to small and large ensembles. Required in Instrumental Emphasis.
MU 299 Instrumental Techniques Practicum	NC	MU 326 Piano Literature (Spring, odd years) 2 hrs.
Required in Music Education Major instrumental track. To be taken concurrently with any of the four instrumental techniques courses. The practicum involves participation in the Instrumental Ensemble and completing assignments as required by the instructor.		A survey of the historical, stylistic and formal aspects of piano literature from Pre-Classic through Contemporary periods. Prerequisites: MU 220 and MU 230. Required in Piano Emphasis.
MU 300 World Music (Fall, even years)	2 hrs.	MU 327 Choral Literature and Techniques (Spring, odd years) 3 hrs.
This course is designed to acquaint the student with multicultural (world) music traditions, including a broad survey of musical heritages and trends, emphasizing sacred contemporary as well as historical developments. The spectrum of geographical areas includes Sub-Saharan Africa, the Middle East, the Orient (emphasizing China and Japan), India, and Latin America.		This course introduces students to basic choral literature and to techniques for teaching choral music. The literature component includes an historical overview of choral literature and an introduction to matters of repertoire evaluation and selection. The technical component introduces students to instructional methodology pertaining to choral music education and to professional organizations and resources available to choral music educators. Class meetings will be a mixture of lecture, demonstration, and practical/interactive skill-building activities.
MU 301 Hymnology (Fall)	2 hrs.	MU 327P Choral Literature Practicum NC
This course is a survey of hymns—structure, analysis, style, usage, and practice—from ancient through modern times. This course is intended		Required in Music Education Major choral track. To be taken concurrently with MU 327 Choral Literature and Techniques. The practicum involves participation in the Emmanuel College Chorale and completing assignments as required by the instructor.
		MU 329 Vocal Literature (Spring, even years) 2 hrs.
		A survey of English, French, German, and Italian art song literature. Song styles and genres will be discussed and analyzed by comparing the contributions of the major composers in vocal literature from 1600 to the present. Prerequisites: MU 220 and MU 230. Required in Voice Emphasis.

MU 336 Music Ministry (Spring, odd years) 3 hrs.

This course is a general study of the organization, administration, and operation of the church music program. Areas of study include the multiple choir program (children, youth, instruments, praise teams, adult choirs), rehearsal techniques, vocal pedagogy, worship planning, song leading, blended worship, media and computer technology, and problem solving. Required of all music majors in performance, worship/music ministry, and music minors. Prerequisite: sophomore or junior status.

MU 340 Counterpoint (Infrequent) 2 hrs.

A continuation of the Music Theory sequence, emphasizing the compositional style of the 16th through the 18th centuries. Includes analysis and student compositions. Prerequisite: MU 241. Required in performance major.

MU 350 Orchestration and Arranging (Spring) 2 hrs.

A course which explores the effective means of scoring music, both choral and instrumental. Attention is given to the sonorities and ranges of the orchestral instruments, and the effects of various instrumental combinations. Practical exercises in the arranging of choral works is also included.

MU 360 Piano Pedagogy (Spring, even years) 3 hrs.

A study of the fundamentals and techniques of teaching piano, a survey of methods and early literature and instruction in the business aspects of teaching. Requires practical application of methods learned by the student. Required in Piano Emphasis.

MU 400 Conducting (Fall) 3 hrs.

A course designed to introduce conducting techniques, In addition, attention is given to the study of choral scores and rehearsal techniques. Prerequisite: MU 241. Required in major.

MU 400P Conducting Practicum NC

Required in Music Education Major choral track. To be taken concurrently with MU 400 Conducting. The practicum involves participation in the Emmanuel College Chorale and completing assignments as required by the instructor.

MU 410 Methods/Materials of Church Music II (Spring) 3 hrs.

Areas of study in this course (of two) include a continuation of study of the multiple choir program and materials and resources for each; media and computer technology, problem solving, and choir productions. Foci are on worship materials used in blended worship styles. Prerequisite: Church Music Major junior or senior standing and MU 310. Co requisite: MU410P.

MU 410P Practicum (Spring) NC

Students will spend a minimum of eight (8) hours per semester under the supervision of a local music minister/director.

MU 450 Church Music Administration (Spring) 3 hrs.

This course is a general study of the organization, administration, and operation of the church music program. Areas of study include recruitment, management, planning and operation of the entire church music program at all levels. Prerequisite: MU 410 or permission of the music department. Co requisite: MU 490 or permission of the music department.

MU 470 Vocal Pedagogy (Spring, odd years) 3 hrs.

A study of the methods used in teaching singing. Includes thorough study of the vocal and breathing mechanisms and recent scientific research in these areas. Requires practical application of methods learned by the student using a volunteer singer. Prerequisites: MU 329. Required in Voice Emphasis.

MU 490 Church Music Internship (Spring) 9 hrs.

A twelve-week field experience under the supervision of the Music Department Faculty and a qualified music minister/director, provides an opportunity for the student to satisfactorily demonstrate effective practices associated with church music directorship. Self-evaluation, music director evaluation, and music faculty evaluation are facilitated by readings, writing assignments, and seminars. Prerequisite: Senior standing with all Church Music coursework to this point successfully completed with a minimum of a 2.50 GPA. Approval of the music faculty is required prior to placement.

MU 494 Senior Music Seminar (Fall, Spring) 1-3 hr.

Senior Music Seminar will consist of three review components: music theory, music history, and performance/music education, depending upon the degree. For the music theory review portion, the student will receive a comprehensive review of all theoretical components, including written and aural skills. For the music history review, the student will receive a comprehensive review of the genres, composers, compositions, and stylistic traits of each musical style period from Medieval to Modern. The music of non-western cultures and popular music is also studied in this course. If the student is majoring in performance, the student will review the composers and literature associated with the student's respective instrument. If the student is majoring in music education, the student will review music education principles.

MU 495 Senior Recital (Fall, Spring) 1 hr.

Concurrent with the final semester of applied music. Includes rehearsal with recital accompanist, preparation and production of the recital program and the recital itself.

#### MUSIC ENSEMBLES

MU 113 Chorale (Fall, Spring) 1 hr.

A select vocal ensemble of mixed voices. The Chorale will perform choral music from the Medieval Period to the Twentieth Century. Instruction in vowel tuning, tone, and the artistry of choral singing. Required ensemble for music majors and minors in the area of voice and piano, but open to any qualified student who completes a successful audition.

MU 115 Emmanuel Singers (Fall, Spring) 1 hr.

Study and performance of a wide variety of sacred choral literature of the worship tradition and in a worship setting. Open to all EC students by audition. A minimum of four hours of rehearsal per week. One major tour per semester in addition to other off-campus appearances.

MU 116 Instrumental Ensemble (Fall, Spring) 1 hr.

Ensemble open to all qualified students. Preparation of sacred and secular music from all periods. Minimum of one formal concert per semester. Required in Instrumental Emphasis.

### APPLIED MUSIC

Students receive thirteen lessons for the semester. Lessons are 25 minutes for one semester hour of credit and 50 minutes for two semester hours of credit. All applied lessons require a minimum of four practice hours per week for one semester hour credit and a minimum of eight practice hours per week for two semester hours credit. Co requisite: MU 099.

MU 121-422 Percussion (Fall, Spring) 1--4 hrs.

MU 131-432 Strings (Fall, Spring) 1--4 hrs.

MU 151-452 Winds (Fall, Spring) 1-4 hrs.

MU 161-462 Piano (Fall, Spring) 1-4 hrs.

MU 171-472 Voice (Fall, Spring) 1-4 hrs.

MU 181-482 Organ (Fall, Spring) 1-4 hrs.

### PHILOSOPHY

PH 200 Introduction to Philosophy (Spring) 3 hrs.

An introductory examination of ways of thinking and types of ideas by which men live. Consideration will be given to representative thinkers and philosophical issues which shape the thought of an age. Special attention will be given to the role of world views and the interplay of reason and faith in the justification of religious beliefs.

### POLITICAL SCIENCE

PS 101 American Government (Fall, Spring) 3 hrs.

A study of the historical development and the present structure and functions of the American system of government.

PS 102 State and Local Government (Spring) 3 hrs.

This is a continuation of Political Science 101, including a survey of the constitutional status of the various states, their internal structure, and process of operation. The functions of the county and municipality are examined in the light of present trends toward decentralization.

PS 301 History and Government of Georgia (Fall) 3 hrs.

A study of Georgia history and government from its first occupation and development to the present with emphasis on political, economic, and social trends.

### PSYCHOLOGY

PY 210 General Psychology (Fall, Spring) 3 hours

Introduction to the science of psychology through investigations of its areas of specialization including experimental methods, neuro-psychology, sensation and perception, states of consciousness, learning, memory, thinking and language, intelligence, development, motivation and emotion, personality, abnormal and psychotherapy. Each area is approached from a bio-psycho-social perspective with illustrations of the phenomena and issues under study.

PY 220 Human Growth & Development (Fall, Spring) 3 hours

An introductory course in human development that provides an overview of theories and research findings which seek to identify the forces that influence human development from conception to death. Emphasis is placed upon development during preschool, early childhood, and middle grades. Prerequisite: ED 200 for Education Majors.

**Enrollment in the following courses has a prerequisite of PY 210.**

PY 305 Behavioral Statistics (Fall) 3 hours

An introduction to descriptive and inferential statistics with a focus on real-world uses of statistical analysis. Topics include distribution theory, sampling theory, estimation techniques, univariate description and inference, and hypothesis testing. Students will explore t-testing, chi-squared testing, and ANOVA techniques.

PY 306 Child Psychopathology (Spring, even year) 3 hrs.

Children's typical and atypical development is the focus of this course. Major forms of atypical development in childhood include behavior disorders (ADHD, oppositional defiant), emotional disorders (anxiety and depression), developmental and learning problems (autism, communication, and learning disorders), and physical/mental health problems (eating disorders, child abuse and neglect). The defining characteristics, associated features, causes, and current treatment approaches are presented for each of the disorders. Prerequisite: PY 220.

PY 307 Research Design (Spring) 3 hrs.

Scientific methods for conducting psychological research are explored. Students complete written assignments which practice applying research principles and methods. Twelve specific research designs are studied: literature review, archival research, case studies, naturalistic observation, survey methods, correlational strategies, quasi-experimental designs, single and multifactor within subject designs, single and multifactor between-subject designs, mixed designs, and program evaluation designs. Prerequisite: PY 305.

PY 314 History and Systems (Fall) 3 hrs.

The course is divided into three aspects. The first reviews the history of psychology from the Greek philosophers, through the middle ages, and up until the end of the 17<sup>th</sup> century: French sensationalism, British empiricism, and German psychology. The second phase studies the early schools of psychology and their subsequent impact on modern

psychology: Structuralism, Functionalism, Gestalt Psychology, Psychoanalysis, Behaviorism, and Humanistic Psychology. The third phase addresses the problem of integrating psychology's scientific naturalism with Biblical Christianity. Several integration models are studied.

PY 331 Personality Theories (Fall) 3 hrs

This course is a comprehensive review of the classical personality theories, including a study of the theorist's life, his concept of human nature, the structure and function of personality, developmental dynamics, and objective evaluation of the theory's efficacy. Studied will be Freud, Jung, Adler, Horney, Fromm, Harry Stack Sullivan, Erikson, Rogers, Maslow, May, Allport, Cattell, Kelly, and Bandura. The problem of omitting the spiritual dimension of man in these naturalistic approaches is analyzed in much detail and an integrative theory based upon Biblical principles is presented.

PY 400 Psychology Seminar (Fall) 3 hours

A capstone course for seniors where students integrate and assimilate the content from previous courses in their major field of psychology. Ethical issues pertinent to the general field of psychology are a significant portion of this course. Practicing professions in various fields of psychology share their experiences in this course. Students will consider various career fields in psychology, the requirements for preparation and entry into these fields, and opportunities for employment. Preparation for graduate school is a primary focus.

PY 410 Spiritual Formation I (Fall, Spring) 3 hrs.

An overview of the Christian Disciplines will be presented and practiced. Students are required to have personal weekly spiritual formation plans that correspond to the lectures on the individual disciplines. The course is designed to present an intellectual and experiential focus to challenge students' personal inner life to new dimensions of spiritual growth and self-awareness. The format of the class is mainly process oriented and supportive in nature. Group discussions on intrapersonal and interpersonal dynamics of spiritual formation will be an integral part of the course.

PY 411 Spiritual Formation II (Spring) 3 hrs.

This course builds on the foundation established in PY 410 Spiritual Formation I. The Christian disciplines will be practiced in an in-depth and individualized manner. Students are challenged to select specific Christian disciplines and are required to draw up personal weekly formation plans. This course seeks to capitalize on the strength and personality of the student as he/she relates to his/her personal spiritual formation. A support group format will be used for class discussions on this personal spiritual journey. A three-day retreat at the beginning of the semester will be used to build group cohesion and to facilitate a spiritual and experiential focus for the rest of the course.

PY 412 Biological Basis of Behavior (Fall) 3 hrs

A review of the neuropsychological systems forming the substrate of human behavior. Emphasis is placed on the continuity of underlying neuro-physiological mechanisms and overt behavior patterns, including disease processes and brain pathology. Includes the following areas of study: nerve cells, synaptic processes, anatomy of the nervous system,

development and brain plasticity, visual system, auditory system, mechanical and chemical senses, muscular movement, biorhythms and sleep, homeostatic processes, reproduction, emotion, learning and memory, lateralization and language, alcoholism, mood disorders, and schizophrenia.

PY 416 Abnormal Psychology (Spring) 3 hrs

A study of psychopathology from a bio-psychosocial perspective. Emphasis is placed on pathogenomic features, etiology, course of the disorder, and case study examples. Includes the following areas: history of abnormal behavior, clinical assessment, research methods, anxiety disorders, somatoform disorders, mood disorders, eating and sleep disorders, physical disorders, sex and gender identity disorders, substance related disorders, personality disorders, schizophrenia, psychotic disorders, developmental disorders, cognitive disorders, and clinical issues.

PY 429 Social Psychology (Spring) 3 hrs

An introductory course in the area of social psychology or the study of the interactive impact of individuals and groups. Emphasis is on the classical social psychological studies, basic principles of social processes, and applications to everyday life personal experience. Areas of study include the self, self-presentation, social perception, attitudes, persuasion, prejudice and discrimination, social influence, group behavior, interpersonal attraction, intimate relationships, aggression, and pro-social behavior. All students are required to participate in a Ropes course as part of a group experience project.

PY 432 Basic Counseling Skills (Fall) 3 hrs.

This course covers a problem-management and opportunity development model of counseling as well as the methods and communication skills that make it therapeutic. The emphasis is both intellectual and practical. Students are required to acquire the skills and knowledge of the therapeutic process and the practical application of those skills through live role-plays and video-tapes of their counseling sessions. Specific attending skills and therapeutic skills will be demonstrated in class by the professor and also through video presentations. Students will be evaluated on their counseling skills and the therapeutic process through the video-tapes of their sessions and on course tests.

PY 435 Helping Relationship Practicum (Spring) 3 hours

In this practical experience, students will be able to bridge the gap between academic coursework and the knowledge, skills, and professional challenges that are found beyond the classroom. Students are placed in a setting with a supervising professional in a psychology-related area to observe and apply what they have learned in the classroom. Prerequisite: PY 432

PY 440 Psychological Testing (Spring) 3 hours

A study of the principles and psychometric theory upon which psychological testing and educational measurement are founded. The student will be exposed to many psychological instruments and will learn to administer many of them. Students are taught how to write psychological reports after analyzing data from the sample tests they administer. Prerequisite: PY 305

PY/MN 470 Pastoral Care & Counseling/Soul Care (Fall) 3 hrs.

Covered in this course will be the basic principles and framework in pastoral care and counseling, and soul care. A short-term model of pastoral counseling will be presented. Students will be exposed to the techniques needed to enhance their people helping skills and to acquire the knowledge needed to recognize the symptoms of common abnormal behaviors. Treatment approaches will also be explored and presented. The relationship between both the psychological and spiritual needs of people will be addressed. Some of the specific issues addressed are grief, facilitating forgiveness, stress and burnout, anger management, conflict resolution, issues of confidentiality, crisis intervention, suicide assessment and intervention, family violence, sexual abuse, addictions, eating disorders, understanding depression and treatment, development of pre-marital and marital enrichment programs, and so forth.

PY 480 Issues In Psychology (Fall) 3 hrs.

Issues in Psychology is presented in a seminar format to consider a wide range of topics of current interest in the area of psychology. Each student will be required to lead at least one discussion by presenting a paper to the group and guiding them in the consequent discussion. The seminar paper presentations and discussions will focus on an aspect or position related to the particular topic selected for that semester's seminar. Examples of issues which may be included for consideration will include topics such as: Integration of psychology and Christianity, Ethical problems in therapy, Homosexuality and the Christian worldview, Child and adolescent aggression in our modern society, etc.

### READING

RD 097 College Skills and Techniques (Fall) 3 hrs.

This developmental course uses college-level texts to provide instruction in reading comprehension, vocabulary, and effective study techniques. Students are placed in RD 097 on the basis of specialized testing during orientation. This course does not fulfill elective course requirements for graduation. (See Requirements for Graduation.) A grade of "C-" or better is required to exit this course.

RD 098 Reading Sociology (Spring) 3 hrs.

This content-based reading and study-skills course is intended for those students who have been given continuing status (CS) after an initial semester of RD 097 and for first-semester students whose test scores indicate a need for the course. The course provides practical experience in applying appropriate reading and study skills to the texts used in SO 172, in which the students are simultaneously enrolled. A grade of "C-" or better is required to exit this course. This course does not fulfill elective course requirements for graduation. (See Requirements for Graduation.)

### SCIENCE

SC 110 Issues in Biology (Fall, Spring) 4 hrs.

This course provides an opportunity to look at biological topics that have significance both for the individual and society. Topics include chemistry of life, cell structure and function, bioenergetics, cell division and inheritance, survey of living organisms found in the three domains: Bacteria, Archaea and Eukarya. Lecture and laboratory are designed to

provide an opportunity for students to engage in scientific scholarly activity and the appreciation of the scientific process. Lecture 3 hours/Lab 2 hours weekly.

SC 111 Principles of Biology I (Fall, Spring) 4 hrs.

Biology I consists of a study of the basic chemistry required for biology, cell structure and function, photosynthesis, bioenergetics, cell division and genetics. Lecture 3 hours/Lab 2 hours weekly. Students should not be enrolled in developmental studies courses at the same time as SC 111. Prerequisite: C or better in SC 220.

SC 112 Principles of Biology II (Fall, Spring) 4 hrs.

Biology II consists of a survey of the three domains: Bacteria, Archaea and Eukarya. With special emphasis upon topics from the animal kingdom including development and structure of animal systems, ecology, and adaptations. Lecture 3 hours/Lab 2 hours weekly. Prerequisite: "C-" or better in SC 111.

SC 120 Physical Science I (Fall, Spring) 3 hrs.

A survey course including the study of the fundamental laws and concepts of physics, chemistry, meteorology, and astronomy. Select topics from each of these fields will be included. This is not a laboratory course; however, demonstrations by both teacher and students are included. Prerequisite: MA 210 or MA 124.

SC 121 Survey of Chemistry (Infrequent) 3 hrs.

Survey of Chemistry is a one semester lecture course with integrated lab covering topics in general, organic, and biochemistry. This course is intended for students who are required to take a laboratory course in chemistry, but are not required to take the much more rigorous SC 220 or SC 320 sequences.

SC 210 Earth Science (Spring) 3 hrs.

Consists of a study of the solar system, place and time, the moon, the sun and other stars, the atmosphere and weather, minerals and rocks, structural geology, changes in Earth's surface, geologic time, and weathering. Emphasis is placed on the utilization of minerals, energy, water resources, and on environmental impacts of processes. Laboratory exercises will be an integral part of the course.

SC 220 General Chemistry I (Fall) 4 hrs.

Includes a study of atoms, molecules, chemical equation, stoichiometry, thermo chemistry, the periodic table, chemical bonding, the gas laws and the kinetic molecular theory, solutions, acids and bases, and oxidation reduction reactions. Lecture 3 hours/Lab 2 hours weekly. Prerequisite: Two years of high school algebra or MA 124.

SC 221 General Chemistry II (Spring) 4 hrs.

A continuation of SC 220 and includes a study of chemical thermodynamics, the chemistry of select families of elements, chemical equilibria, the solubility product principle, coordination compounds, and the application of the principles of equilibria to the separation and identification of the commonly occurring cations and anions. Lecture 3



hours/Lab 2 hours weekly. Prerequisite: Grade of "C-" or better in SC 220.

SC 235 Pre-Organic Chemistry (Infrequent) 1 hr.

A course designed to help motivated freshmen reach a higher level of preparedness before entering sophomore-level organic chemistry. The course will consist of fundamental chemical theory with a cursory overview of organic structure and reactivity, as the primer is optimum for helping students organize information in a scientifically relevant fashion.

SC 240 Introductory Physics I (Fall) 4 hrs.

An introductory course involving the fundamentals of mechanics, thermodynamics, vibrations and wave motion. Topics included will be motion in one and two dimensions, laws of motion, equilibrium, work and energy, momentum, circular motion, fluids, thermal physics, heat, vibrations, and sound. Emphasis is placed on laboratory activities and problem solving. Lecture 3 hours/Lab 2 hours weekly. Prerequisite: High school or college trigonometry.

SC 241 Introductory Physics II (Spring) 4 hrs.

A continuation of SC 240, involving the fundamentals of electricity and magnetism, light and optics, and modern physics. The topics included are direct and alternating current, electromagnetic waves, reflection, refraction, wave optics, relativity, atomic and nuclear physics. Emphasis is placed on laboratory activities and problem solving. Lecture 3 hours/Lab 2 hours weekly. Prerequisite: Grade of "C-" or better in SC 240.

SC 320 Organic Chemistry I (Fall) 4 hrs.

An introduction to the fundamental concepts of organic chemistry. Topics include: chemical bonding, nomenclature, alkanes, alcohols, alkyl halides, alkenes, stereochemistry, reaction mechanisms, alkynes, and ethers. The laboratory will cover introduction to organic laboratory techniques. Lecture 3 hours/Lab 3 hours weekly. Prerequisite: Grade of "C-" or better in SC 221.

SC 321 Organic Chemistry II (Spring) 4 hrs.

This will be a continuation of SC 320. Topics include: spectroscopy, aromatics, nucleophilic substitution, electrophilic substitution, aldehydes, ketones, carbohydrates, carboxylic acid and their derivatives, amines, amino acids, proteins, polymers and natural products. The laboratory will cover a variety of techniques providing a comprehensive introduction to the tools of the laboratory used by the organic chemist. Lecture 3 hours/Lab 3 hours weekly. Prerequisite: Grade of "C-" or better in SC 320.

SC 330 Human Anatomy and Physiology I (Fall) 4 hrs.

A study of the human body: its structure and functions. Topics will include each level of organization: chemical, cellular, tissue, organs, and systems. The study of anatomy and physiology will be integrated, rather than separated. Lecture 3 hours/Lab 2 hours weekly. Prerequisite: Grade of "C-" or better in SC 111.

SC 331 Human Anatomy and Physiology II (Spring) 4 hrs.

A continuation of SC 330. Prerequisite: Grade of "C-" or better in SC 330.

SC 333 Molecular Genetics (Fall) 3 hrs.

Molecular genetics focuses on the recent advancements in the areas of gene expression, proteomics, transgenic organisms, and the manipulation of DNA, RNA, and proteins. In addition, the genetic mechanisms of DNA replication, repair, and regulation are studied. The genetic basis of human inheritance and genetic disorders are included. The genetics of bacteria and viruses are compared with that of eukaryotic cells. Lecture 3 hrs. weekly. Prerequisite: Grade of C or better in SC112.

SC334 Molecular Biology of the Cell (Spring) 4 hrs.

Molecular Biology of the Cell is an in-depth study of the internal mechanisms that regulate life at the cellular level. The internal organization of organelles, energy conversion, and transport mechanisms are examined. Cells are also studied in their social context of cell-to-cell interactions. Embryonic development, histology, and cancer are included. Lab activities include common technologies in the field, such as PCR, gel electrophoresis and ELISA. Lecture 3 hrs. /Lab 2 hrs. weekly. Prerequisite: Grade of C or better in SC333.

SC 340 Microbiology (Spring) 4 hrs.

Microbiology is the study of bacteria, fungi, viruses and protozoa, their impact on life and the body's defense against infection by these agents. The focus of this course involves bacterial growth and metabolism, classification of organisms, the immune system and infectious diseases. The laboratory activities study the growth characteristics and identification of bacteria, fungi and protozoa. Lecture: 3 hrs/Lab 2 hrs. weekly. Prerequisites: Grade of "C-" or better in SC 112 and SC 220.

SC 351 Introduction to Research (Spring) 2 hrs.

Introduction to research is a course designed to prepare students to perform scientific research intended for publication in peer-reviewed journals. The course provides instruction in scientific writing, searching the literature and laboratory procedures. Students are expected to begin a research project to be completed in SC 352. Prerequisite: Permission of project coordinator.

SC 352 Directed Research (Fall) 2 hrs.

Directed research is a continuation of SC 351 and students are expected to complete projects developed in the previous course. Students are expected to write a report, prepare a poster and perform an oral presentation of their work. Students contributing to published research will be given appropriate authorship. Prerequisite: SC 351.

SC 359 Environmental Science I (Spring, even years) 3 hrs.

Study of the relationships between organisms and their environment. Included will be issues in managing biological and physical resources, with application of each to human environmental concerns. Prerequisite: SC 110 or both SC 111 and SC 112.

SC 360 History of Life (Infrequent) 3 hrs.

An in-depth study of the two major models for life history, namely, creation and evolution. Evolution is the view held by most life scientists, and it permeates all of society through the mass media and the educational system. An understanding of its foundations and implications is therefore important for the educated person. Creation is an alternative view that does not rely on a different factual basis from evolution, but rather provides an alternative interpretation of the scientific data which points to a creator as the necessary initiator and designer of life and its development. Prerequisite: SC 110 or SC 111.

SC 420 Biochemistry I (Fall) 4 hrs.

Biochemistry I covers the molecular components of cells and protein dynamics. The structure and function of these macromolecules are examined. Enzymes are studied from the perspective of kinetics and catalysis. Lecture 3 hrs./Lab 2 hrs. weekly. Prerequisite: Grade of C or better in SC 320.

SC 421 Biochemistry II (Spring) 4 hrs.

Biochemistry II focuses on the anabolic and catabolic reactions of living systems. The pathways and regulation of carbohydrate, lipid, nucleic acid, and protein metabolism are examined. This course concentrates on metabolism and information transfer. Lecture 3 hrs./Lab 2 hrs. weekly. Prerequisite: Grade of C or better in SC 420.

SC 431 Infection, Immunity, and Emerging Diseases (Fall) 4 hrs.

This course covers pathogenicity of microorganisms, infectious disease processes and emerging diseases impacting our world. The body's immune response to these threats will be examined. Breakdowns in immunity will be related to disease development. A history of epidemics will be related to current worldwide disease spread. Lecture 3 hrs. /Lab 2 hrs. weekly. Prerequisite: Grade of C or better in Microbiology.

## SOCIOLOGY

SO 172 Introduction to Sociology (Fall, Spring) 3 hrs.

This course is designed to acquaint the student with basic concepts, theoretical approaches and methods of sociology, with emphasis on culture, socialization, and social organizations.

SO 245 Marriage and Family (Infrequent) 3 hrs.

Includes an introduction to marriage and the family from a sociological, psychological, and cultural viewpoint, but the bulk deals with biblical-theological foundations for a Christian perspective and the application of these principles to premarital, marital, and family relationship and issues.

SO 275 Contemporary Social Problems (Fall) 3 hrs.

A study of both general and special contemporary social problems in our times. The problems are considered in the social and cultural setting in which they occur. The emphasis is upon causes, treatment, and prevention.

## SENIOR SEMINAR

SS 400 Senior Seminar (Fall, Spring) 1 hr.

A seminar approach for helping graduating seniors assess and integrate their total college program of learning and personal development within the context of a Christian liberal arts education. In addition to promoting self-reflection on issues of character-growth and formation of a personal world-view, the seminar sessions provide interdisciplinary dialogue on contemporary challenges concerning making transition from college to the broader demands of life, careers and graduate studies.

## X. COLLEGE REGISTER

### Emmanuel College Board of Trustees

Chairman	Linda Thomas
Vice Chairman	William C. Cox
Secretary	Phillip A. Mooring

Chuck Adams CEO-Ty Cobb Healthcare Syst. Royston, Georgia	Ken Kingrea Superintendent: Appalachian Conference Dublin, Virginia	Gay Shepherd Retired Educator Elon College, North Carolina
Susan Adams Susan N. Adams Charitable Foundation Dunn, North Carolina	Bishop James Leggett General Superintendent International Pentecostal Holiness Church Oklahoma City, Oklahoma	Errol Stafford Realtor Tallahassee, Florida
Kevin Arthur Dentist Raleigh, North Carolina	Gaye Mashburn Wellons Enterprises, Inc. Morehead City, North Carolina	David Stephens Superintendent: Alpha Conference Montgomery, Alabama
Charles Barineau Pastor Donalsonville, Georgia	Tommy McGhee Superintendent: Cornerstone Conference Browns Summit, North Carolina	Michael S. Stewart President Emmanuel College Franklin Springs, Georgia
David Benton, Jr. Bank Vice President Surfside Beach, South Carolina	James McKenzie Superintendent: South Carolina Conference Lake City, South Carolina	Beulah Sturkie Retired Educator Franklin Springs, Georgia
Dayton Birt Superintendent Redemption Ministries Conf. Prince George, Virginia	Gary Moon Vice President Psychological Studies Institute Franklin Springs, Georgia	Linda Thomas Real Estate Development Vanceboro, North Carolina
C. Philip Bowen National Alumni Association President In Touch Ministries Atlanta, Georgia	Ronald Moore Superintendent: Upper SC Conference Williamston, South Carolina	Chris Thompson Superintendent: North Carolina Conference Falcon, North Carolina
Don Brady Dentist Franklin Springs, Georgia	Phillip A. Mooring Cert. Clinical Addictions Spec. Wilson Families in Action, Inc. Wilson, North Carolina	Jake Till Retired School Administrator Quincy, Florida
William C. Cox CEO, Integrys Holdings LLC Greenville, South Carolina	Harrell Queen Retired Businessman Burlington, North Carolina	Herb Van Roekel Owner, Navco Supplies, Inc. Black Mountain, North Carolina
Jon Forehand Attorney Moultrie, Georgia	William P. Register, Sr. Owner, WPR Limited Jacksonville, Florida	Wendy Vinson Senior VP of Marketing The Inspiration Networks, Inc. Indian Land, South Carolina
Talmadge Gardner IPHC Headquarters Oklahoma City, Oklahoma	Bradley Reynolds Superintendent: Ephesians Four Conference Belpre, Ohio	Elliott Williams Owner, Big A Auto Parts Lincolnton, North Carolina
Charles Hawes Superintendent Pennsylvania Conference Lorain, Ohio	David Roberson Co-Owner & Senior VP David Allen Company Raleigh, North Carolina	Jeff Wilson Director of Operations Liberty Healthcare Services Clinton, North Carolina
Bill Jones Superintendent: Georgia Conference Franklin Springs, Georgia	Wesley Russ Superintendent: Mid-Atlantic Conference Baltimore, Maryland	Edward Wood Exec. Director of Stewardship Ministries--International Pentecostal Holiness Church Oklahoma City, Oklahoma
Danny Jones Congregational Holiness Church Griffin, Georgia		

# ADMINISTRATION

## ADMINISTRATIVE COUNCIL

Michael S. Stewart President  
 A.A., B.S., Emmanuel College; M.A., Liberty University; D. Min., Assemblies of God Theological Seminary.

J. A. Craig Edwards Vice President for Academic Affairs  
 B.A., Evangel University; M.A., University of Wisconsin; Ph.D., Indiana University.

Gregory K. Hearn Vice President for Finance  
 A.A., Emmanuel College; B.B.A., University of Georgia.

Jason Croy Vice President for Student Life  
 A.A., B.S., Emmanuel College; M.Ed. Clemson University

## ADMINISTRATIVE STAFF

Cathy B. Acree Records Secretary

Mischelle Bennett Executive Asst. VP Finance

Alice Black Teacher Ed. Admin. Asst.

Scott Borchers Soccer Coach

Rebecca J. Bruce Student Accounting

Sherri Carey Financial Aid Counselor

Beth H. Cochran Library Assistant

Dennis Duncan Title IX Compliance Officer

Debra F. Grizzle Registrar

Amanda Hair Alumni Admin. Asst.

Gloria Hambrick Director of Financial Aid

Shanterrinn Harland Development Admin. Asst.

Joann Harper Student Life Admin. Asst.

Bonnie Holland E. C. Cafe Manager

Mari Lora Admissions Office Manager

Keith Marriner Academic Technology Coordinator

Wade Mawdesley Director of Admissions

Chris Maxwell Campus Pastor

Ron McCullar Dir. Auxiliary Services

Regina Moon Counselor

Jenna Nicholson Dir. of Student Activities

Dorothy Powell Director of Facilities

Anita Ray Director Accounting Service

Ricky Sanders Softball Coach

Leo Satara Information Systems Support

Pam Stewart Administrative Asst.

Marlene Strickland Receptionist/Accountant

Glenn Toney Director Information Systems

Beth Ward Exec. Sec, Office of the President

## RESIDENCE STAFF

Philip Cortese Director of Campus Life

Amy Davenport Jackson Hall, Residence Dir.

Jenna Nicholson Drum Hall, Residence Dir.

King Street, Residence Dir.

Ozias Washington Wellons Hall, Residence Dir.

## FACULTY

Jennifer Lester Benson, Asst. Professor Communication  
 B.F.A., Carnegie Mellon University; M.F.A., University of Georgia.

Claude L. Black, Professor History  
 B. A., M. A., Ph.D. Southern Illinois University at Carbondale.

Michael P. Bobic, Associate Professor History  
 M.A., Ph.D., University of Tennessee.

Michael J. Bona, Assistant Professor Kinesiology  
 A.A., Emmanuel College; B.A., Belmont Abbey College; M.Ed., Georgia State University.

Leslie Boucher, Associate Professor Music  
 B.Mus.Ed., Indiana University; M.A., Long Island University; Ph.D., University of Georgia.

Aaron Brister, Assistant Professor Kinesiology  
 B.S., M.S., Harding University (Searcy, Arkansas); Completing Ph.D., University of Arkansas

Henry L. Bryan, Instructor Business  
 B.B.A., M. Accountancy; University of Georgia.

Jason A. Colwell, Assistant Professor Mathematics  
 B.S., M.S., University of Alberta, Canada; Ph.D., California Institute of Technology.

Karen Compton, Instructor English  
 B. A., M. A., Winthrop University.

Shalimar F. Crowe, Instructor Kinesiology  
 B.S., Emmanuel College; M.S. University of Tennessee at Chattanooga.

Carl Davis, Assistant Professor Education  
 A.A., Emmanuel College; B.S., M.Ed., Ed.S., University of Georgia.

Paula Dixon, Assistant Professor Communication  
 B.S., M.A., Austin Peay State University.

- Mikki Gallaher, Instructor English  
B.A., Morehead State University; M.A., Baylor University.
- Barbara Goodwin, Assistant Professor English  
B. of Journalism, University of Missouri; Graduate Studies, Central Missouri State University; M.A., University of South Florida.
- Mark Goodwin, Professor Music  
B.S. Ed., M. Ed., University of Missouri; Ph.D. University of South Florida.
- Paolo Gualdi, Assistant Professor Music  
Piano Diploma cum laude (terminal degree), Conservatory Arrigo Boito in Parma, M.A., Carnegie-Mellon University.
- Chris Hair, Assistant Professor English  
B.A., M.A., Baylor University; Ph.D. University of Kentucky.
- John Henzel, Professor Business  
B.S., Washington & Lee University, Lexington, Virginia; M.B.A., St. Bonaventure University, Olean, New York; Ph.D., University of Georgia.
- Vicki Hollinshead, Associate Professor Education  
A.A., Emmanuel College; B.S., M.Ed., Ed.S., Ph.D. University of Georgia.
- David Jordan, Assistant Professor Information Systems  
B.S., M.B.A., The Citadel.
- Nakheung Kim, Assistant Professor Education  
Ph.D., University of Georgia; M.S., Pennsylvania State University; B.A., Chung-Ang University (Seoul, Korea)
- Michael Luper, Professor Christian Ministries  
B.A., West Coast Christian College; M.Div., Mennonite Brethren Biblical Seminary; Ph.D., Fuller Theological Seminary.
- Frank Mann, Associate Professor Natural Science  
A.A., Emmanuel College; B.S., University of Georgia; M.A.T, Converse College; Ed.D, University of Georgia.
- Cathy G. Monroe, Instructor Mathematics  
B.A., Georgia College; M.M.Ed., University of Georgia.
- Tony Moon, Professor Christian Ministries  
A.A., B.S., Emmanuel College; M.Div., Eastern Mennonite Seminary; Th.M., Southeastern Baptist Theological Seminary; D. Min, Columbia Theological Seminary.
- Andrew Osborne, Associate Professor Natural Sciences  
B.S., Ph.D., University of Georgia.
- Beverly Oxley, Associate Professor Education  
B. S. Ed., East Central State University; M. Ed., Central State University; Ed. S., Ph.D., Georgia State University.
- Paul Oxley, Professor Christian Ministries  
B.A., Oklahoma City University; Th.B., Southwestern College; M.Div., Oral Roberts University; M.A., University of Oklahoma; Graduate Study, University of Georgia.
- Karen Pasko, Associate Professor Natural Science  
B.S., Pennsylvania State University; Ph.D., University of Pittsburgh School of Medicine.
- Emma Pettyjohn, Associate Professor Music  
B.A., Shorter College; M.M., D.M.A., University of Georgia.
- Tracy Reynolds, Instructor Christian Ministries  
B.M.Ed., M.M.Ed., University of Georgia.
- Michael E. Rowell, Instructor Music  
B.A., Lee College; M.M., University of Chattanooga.
- Bruce E. Scranton, Associate Professor Mathematics  
B.S., Northern Illinois University; M.S., Ph.D., Purdue University.
- Judy Scranton, Assistant Professor Education  
B.S., Northern Illinois University; M.Ed., Purdue University.
- Joye Slife Librarian  
M.S., University of North Carolina; B.S., Longwood College.
- Deborah Stark, Assistant Professor Music  
B.M.M., Ozark Christian College; M.M., Pittsburg State University; D. Arts, Ball State University.
- Tim Stark, Instructor English, Communications  
B.B.L., B.C.E, Ozark Bible College; M.A. English, Indiana University.
- Sherry Story, Assistant Professor Natural Sciences  
B.S., Fort Valley State University; M.S., Ph.D., University of Georgia.

## XI. INDEX

Academic Advisors	43	Class Standing	21
Academic Honors	17	Clubs and Organizations	36
Academic Information	15	College Register	138
Academic Integrity	15	Communication Studies Curriculum	55
Academic Probation and Suspension	19	Communication Studies Major	56
Academic Support Services	22	Communication Studies Minor	59
Acceptance Policy	9	Communication, Courses in	116
Accommodations	36	Community Life	35
Accreditation and Affiliations	8	Commuting Student Costs	24
Administrative Officers and Staff	139	Compliance with Federal Statutes	8
Admissions Information	9	Computer Information Systems, Minor	49
Allied Health, Associate	104	Computer Resources	23
Application Procedure	9	Convocation Attendance	36
Applied Music, Courses in	133	Costs	24
Associate Degree Programs	104	Counseling	37
Athletics	36	Course Listings	109
Auditing and Non-Credit Fee	25	Course Numberings	109
Bible, Courses in	112	Courses of Instruction	109
Biblical Languages, Courses in	113	Credit by Examination	14
Billing Procedure	25	Cultural Awareness Program	22
Biology Curriculum	44	Curricula	43
Biology Major	45	Delinquent Accounts	26
Biology Minor	45	Directed Study	17
Board of Trustees	138	Drop-Add Period	16
Business Administration Curriculum	46	Early Childhood Education Major	63
Business Administration Major	47	Education Curriculum	60
Business Administration Minor	49	Education, Courses in	117
Business Administration, Associate	105	Educational Goals	7
Business Education Major	66	English Curriculum	72
Business, Courses in	109	English Education Major	67
Campus Safety	37	English Major	73
Chemistry Minor	45	English Minor	74
Christian Ministries Curriculum	50	English, Courses in	122
Christian Ministries Major	52	Enrollment Requirements	42
Christian Ministries Minors	54	Evening Classes	14
Church Attendance	36	Examinations, Semester	19
Church Music Major	88	Extracurricular Activities, Eligibility	21
Class Attendance Policy	15	Faculty	139
Class Room Discipline	19		

Family Educational Rights and Privacy Act	23	Mathematics Curriculum	82
Financial Aid Application Process	28	Mathematics Education Major	70
Financial Aid Award Policy	28	Mathematics Major	83
Financial Aid Program	28	Mathematics Minor	84
Food Services	37	Mathematics, Courses in	128
Foreign Languages, Courses in	124	Maximum Load	18
Freshman Seminar	22	Middle Grades Education Major	64
Freshman Seminar, Course in	124	Military Call to Active Duty	16
Full and Accurate Disclosure	14	Ministry, Courses in	114
General Education, Associate	106	Missions, Course in	115
General Rules	35	Music as an Elective	87
Geography, Courses in	125	Music Curriculum	85
Grade Reports	18	Music Education Major	71
Grading System	15	Music Fee	25
Graduation Fee	25	Music Major	87
Graduation Requirements	21	Music Minor	89
Grants	30	Music, Courses in	130
Health Services	37	Notification Process	28
Historical Theology, Courses in	113	Online Class Student Participation Policy/Procedures	43
History Curriculum	75	Orientation, Testing, and Registration	15
History Education Major	69	Other Sources of Financial Aid	33
History Major	76	Payment of Accounts	26
History Minor	77	Philosophy, Courses	133
History of the College	5	Philosophy, Mission and Aims	6
History, Courses in	125	Physical Education, Courses in	127
Humanities, Course in	126	Placement	13
Index	141	Political Science, Courses in	133
Information Systems, Courses in	111	Pre-Law Curriculum	90
Institutional Scholarships	32	Pre-Law Major	91
Insurance Premium Fee	25	Pre-Law Minor	93
International Student Applicants	12	Pre-Pharmacy Associate	107
Joint/Early Enrollment	12	Pre-Professional Studies Curriculum	94
Kinesiology Curriculum	78	Pre-Professional Studies Major	95
Kinesiology Major	79	Programs of Study	38
Kinesiology Minor	81	Psychology Curriculum	96
Kinesiology, Courses in	127	Psychology Major	97
Late Registration	15	Psychology Minor	99
Laundry Facilities/Vending Machines	37	Psychology, Courses in	133
Liberal Arts Core	42	Purpose of the Liberal Arts Core	38
Loan Programs	31	Reading, Courses in	135
Location and Transportation	8	Readmission Policy	13
Major/Minor Credits	43	Refund Policy	27

Religion, Courses in	115
Repeating a Course	17
Residence Life	36
Residence Staff	139
Resident Student Costs	24
Rights to Intellectual Freedom	23
Satisfactory Academic Progress (Financial Aid)	29
Science, Courses in	135
Second Bachelor Degree	11
Secondary Education Majors	66
Senior Seminar, Course in	137
Shaw-Leslie Learning Resources Center	22
Sociology, Courses in	137
Special Events	36
Spiritual Life	36
Student Grade Appeal Process	18
Student Honor System	35
Student Life	35
Student Services	35
Student Success Center	23
Theology, Courses in	115
Transcripts	22
Transfer Student, Admission of	10
Tuition Deposit/Room Deposit	25
Types of Financial Aid	30
Veterans Benefits	34
Web Site	8
Withdrawal From Class	16
Withdrawal From College	16
Work Programs	31
Worship and Music Ministry Curriculum	100
Worship and Music Ministry Major	102





