



# **Wisconsin Centre Academic Catalog 2011-2013**

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Central Baptist Theological Seminary is accredited by:

The Association of Theological Schools in the United States and Canada  
10 Summit Park Drive  
Pittsburgh, PA 15275-1022  
412-788-6505  
[www.ats.edu](http://www.ats.edu)

The Higher Learning Commission's North Central Association of Colleges and Schools  
30 N. LaSalle Street, Suite 2400  
Chicago, IL 60602  
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[www.ncahlc.org](http://www.ncahlc.org)

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## A MESSAGE FROM OUR PRESIDENT



For over a hundred years Central Baptist Theological Seminary has been offering a hospitable place for study for those called to serve Christ and the church. We believe that God has sustained us for the very purpose of equipping women and men for the ministries of preaching, teaching, leading, caring, and serving. We are a Baptist school by affiliation and tradition, yet we welcome those of other denominations in the Body of Christ. We are both ecumenical and evangelical, believing that in seeking to know and love God truly, we are preparing leaders to form the church as a community of grace.

We delight in the variegated tapestry God is weaving at Central: multicultural, diverse, and free. We seek to "receive all as Christ" and by the Spirit to kindle the spiritual gifts each brings to our common calling. We believe that community shapes identity and calling; thus, we seek to allow our shared life in worship (*leitourgia*), service (*diakonia*), and participation (*koinonia*) to form us after the likeness of the Triune God. We seek to be trinitarian in our shared life at Central. We believe that true identity emerges within the context of mutual respect and self-giving, which is essentially the life of God.

Hospitality, which is God's welcoming nature, marks our life at Central. God's triune hospitality is expressed through human community. The Christian doctrine of the Trinity's distinctive affirmation we make among the monotheistic faiths recognizes a divine communion of persons who cooperate undividedly in all their creative, redemptive, and sanctifying work towards the world. The self-giving of the inner life of God, its *perichoresis*, spills over into all creation. The goal is to bring redeemed creatures into the glorious communing life that they themselves share from all eternity. We are invited to join this dance.

We pray that if you are seeking a way to undertake an intentional process of formation for vocational ministry or to deepen your life of faith that you will consider becoming a part of this community. We are seeking God together and welcome your participation.

Faithfully,  
Dr. Molly T. Marshall

## CONTACT INFORMATION

The contact information for the main campus of Central Baptist Theological Seminary is:

6601 Monticello Road  
Shawnee, KS 66226-3513  
913-667-5700 phone  
913-371-8110 fax

The teaching site for Central Baptist Theological Seminary in Wisconsin is:

15330 Watertown Plank Road  
Elm Grove, WI 53122-2340  
262-782-3140 phone  
262-782-7573 fax

## STATE COMPLIANCE STATEMENT

Central Baptist Theological Seminary is able to operate in the State of Wisconsin as an exempt institution. The Educational Approval Board of the State of Wisconsin does not regulate schools of a parochial or denominational character offering programs having a sectarian objective.

## **FACILITIES**

The teaching site in the Milwaukee metropolitan area consists of classroom spaces on the lower level of the American Baptist Churches of WI headquarters. The classroom space has tables, chairs, and a video projector.

Students are encouraged to bring their laptop computers and other technological devices to contribute to the learning environment.

The building has a lower level entrance for persons needing handicap accessibility.

## **MISSION**

*“Central Baptist Theological Seminary prepares women and men to transform churches and communities by educating and forming them as Christian leaders who are biblically knowledgeable, theologically articulate, spiritually healthy, humanly sensitive and professionally competent.”*

Central is committed to serving the whole community of faith, which includes persons preparing for vocational ministry as well as those who desire to deepen their understanding of service to Christ in a variety of lay ministries in church and society. As a seminary, we seek to honor diversity of giftedness and callings.

While Central prepares women and men for ministry, we realize that Christian ministry is always linked to congregational life. The seminary prepares the men and women recommended to us by churches, and Central offers back to Christ’s church ministers who have been formed by the intentional practices of theological education, study, worship, prayer, hospitality and faithful companionship. This education is practice-oriented, contextual, and reflexive.

The church is an essential partner with the seminary in the work of formation for ministry. Not only do we rely on the church to be the instrument of God in calling out seminarians, but the seminary depends upon congregations to offer ministry contexts in which learners practice their vocation and continue to be formed spiritually. Thus the work and mission of the seminary is inexorably linked to that of the church. Pressing needs for theological education demand that we strengthen our partnership with the church.

As we look to enhance and deepen this vital partnership with the church, Central is researching new and unique ways to make theological education more accessible. Rather than requiring learners to come to the campus in Shawnee, Kansas, for their ministry preparation, Central is now offering classes toward degree and certificate programs at selected sites that can draw a cohort of learners.

Central Baptist Theological Seminary is indeed a Teaching Church Seminary. It is a model built on the mission of the apostles: theological education that is more itinerant with a mobile curriculum. Churches are significant partners in this contextual teaching.

## **AFFILIATION**

Central is a professional graduate school of theology affiliated with the American Baptist Churches U.S.A. and in full support of the Cooperative Baptist Fellowship. The seminary’s Institutional Support Program (ISP) allows a close and supportive relationship with the ABC regions.

Churches affiliated with the Cooperative Baptist Fellowship also serve as vital partners in ministry with Central Seminary, providing scholarship support and ministerial placements for some Central students and graduates. In addition, Central Seminary receives support from churches of many other denominations across the United States.

Central Baptist Theological Seminary provides overseas learning programs. Students can spend a semester at Spurgeon's College in London or travel to Southeast Asia for mission experiences or study intensives.

## **HISTORY**

Begun as the dream of Reverend E. B. Meredith, missionary secretary for the then Kansas State Convention, Central Seminary has educated faithful leaders for ministry in the church and the world.

Founded in 1901, Central Baptist Theological Seminary recognized and responded to the need for a distinctively Baptist school to train leaders for Christian work throughout the world and especially throughout the Midwestern part of the United States. This fervent conviction of the unique and necessary role the seminary should play in the education of church leadership among Baptists has continued for over 100 years.

In response to regional requests for more educational opportunities for pastors and persons preparing for ministry leadership, Central has been extending its offerings outside of the Kansas City area. New sites have been established and online courses made available.

Central Baptist Theological Seminary stands within the Free Church tradition embracing devotion to the redemptive gospel, the evangelistic mission of the Church, and the spirit of intellectual inquiry which encourages open-mindedness to the best insights of biblical and theological studies. The Central community strives to be ecumenical and evangelical. To these commitments, Central Seminary adds vital concern for the continual application of Christian perspectives to the societal and systemic crises confronting our often chaotic and ever-changing world.

Central is committed to a strong emphasis on the classical disciplines of biblical, theological, historical, and ethical studies.

## **SPIRITUAL LIFE**

Spiritual formation is the continuing work of God's Spirit in the life of a believer in the context of Christian community. As Christ is formed within, each Christian is equipped and empowered to fulfill God's call to ministry (*diakonia*), to worship (*leiturgia*) and to participate in community (*koinonia*) which builds up the whole Body of Christ. Spiritual formation is also the task of each Christian and involves a continuing discipleship expressed in those disciplines that encourage personal growth and wholeness, leading to maturity in Christ. Theological education encourages personal transformation.

Because of its importance to the ministry, spiritual formation is the central goal of the seminary community. Added to the daily disciplines of individual study and prayer, regular chapel, table fellowship, and mission experiences are built into the curriculum and extracurricular activities through which persons are formed for ministry.

## **COMMUNITY LIFE**

Students, faculty, and administrators work together on task groups that devise and carry out seminary procedures. Student representatives attend board meetings and some faculty meetings. Campus activities provide opportunities to share experiences and concerns, offer support, and enhance the community life.

Central Student Ministries (CSM), the association of students at Central Seminary, plays an important role in the life of the Seminary. CSM fills its various leadership positions from among the student body and seeks to empower students for service within the immediate and external seminary communities. CSM offers students the chance to dialogue and maintain lines of communication within the seminary community during regularly scheduled meetings, dinners, and support groups. Community meals provide an opportunity for the seminary community to come together around the table. Different groups, such as Women in Ministry and Minority Student Fellowship, provide support and ministry opportunities for members of the seminary community.

Chapels and other times of worship and prayer are scheduled regularly during the academic year. These gatherings provide the seminary community a forum for expressing itself in a variety of worship styles that reflect the rich ecumenical diversity of the student body, faculty, and staff. In Wisconsin, students experience worship around their scheduled class meetings.

Various events, including picnics and holiday parties, sponsored by CSM and the Community Life Task Group enhance community fellowship for the Central Seminary community.

## **ADMISSION POLICIES AND PROCEDURES**

### **Preparation for Seminary Study**

The best preparation for theological education is a baccalaureate degree that includes a liberal arts background. Incoming students will find a variety of courses in the humanities, social sciences, and natural sciences to be helpful for seminary preparation, including courses that are reading and writing intensive and cover non-Western and Western culture.

As an integral part of their undergraduate education, students must have proficiency in reading, the use of written and spoken English, and critical thinking. If the seminary discovers that a student lacks sufficient preparation, skills, or understanding in any area, it reserves the right to require additional work before or after admission.

Students should be mentally and emotionally healthy. If assessment of mental or emotional health is deemed necessary by the seminary, applicants may be required to undergo assessment as directed by the seminary.

### **Requirements for Admission**

For the Wisconsin centre, prospective students seeking the M.Div. degree need to have earned a baccalaureate degree or its equivalent from an institution of higher education that is recognized by the Commission on Recognition of Postsecondary Accreditation as an accredited institution of postsecondary education. Normally, a grade point average of 2.3 (C+) or higher on a 4.0 scale is required.

Applicants to the Diploma in Theological Studies program must have a high school diploma or its equivalent. As the Diploma program is for mature persons well beyond the traditional college age, approved applicants are normally a minimum of 35 years old.

A limited number of students meeting specific criteria may be admitted to the M.Div. degree program without an earned baccalaureate degree or its equivalent. Admission to the Diploma in Theological Studies does not require an earned baccalaureate degree.

Each applicant for the Master of Divinity (M.Div.) degree program and the Diploma in Theological Studies program must submit to the Office of Enrollment Services the following items:

- 1) Application for Admission (print or online)
- 2) Official academic transcripts of all undergraduate and graduate work (even if a degree was not earned)
- 3) Three character references - at least one for a pastor, denominational official, or pastoral mentor
- 4) The Church/Denominational Endorsement Form
- 5) Four page spiritual autobiography (parts explained on the application form)
- 6) Ministry License or Certificate of Ordination (if applicable)
- 7) Application Fee - \$50 (non-refundable)

To expedite review of applications, the following deadlines are provided for submission of application materials.

Fall Semester - First Friday in August  
January - First Friday in December

Spring Semester - First Friday in January  
Summer - First Friday in May

Students must fulfill all requirements for registration and arrange for payment of fees and other financial obligations before matriculation. Students must acknowledge their acceptance of admission by signing the acceptance of admission form and any other required forms before registration is possible. Admitted students who fail to matriculate within two years of admission must re-apply.

### **Probationary Admission**

The Admission Committee may admit students on probationary status. The Dean may remove probationary status after the student achieves goals outlined by the Admission Committee. Students on probation are not eligible for seminary scholarships or federal loans.

Normally, an undergraduate cumulative grade point below 2.3 (4.0 scale) or 1.8 (3.0 scale) requires admission on academic probation for 21 hours. During those 21 hours, the student must achieve at least a 2.0 grade point in all graduate level courses. If the student demonstrates marked competency at the graduate level by accruing a grade point average of 3.3 or better, the Dean may remove the probation after 9 academic hours.

A limited number of students from undergraduate institutions not accredited by the Council on Postsecondary Accreditation may be granted admission on academic probation for 21 academic hours. If the student demonstrates marked competency at the graduate level accruing a grade point average of 3.3 or better, the Dean may remove probation after 9 academic hours.

## International Students

An international applicant must meet all the requirements for admission, including, but not limited to:

- 1) International Student Application for Admission
- 2) Affidavit of Financial Support showing how a student will pay for his/her education – Attach letter(s) of support from all persons and organizations that pledge support.
- 3) Official transcripts from all educational institutions attended after high school (undergraduate and graduate work)
- 4) Three letters of recommendation (one from a denominational leader or church official)
- 5) Typed four-page spiritual autobiography
- 6) Test of English as a Foreign Language (TOEFL) – (for programs taught in English) If an International student's language skills are not adequate, she/he may be required to complete successfully an English as a Second Language (ESL) course.
- 7) Copies of license to preach or certificate of ordination (if applicable)

If an international student is admitted to Central, the student will need to deposit a designated amount of money into a seminary account that the student can use to pay tuition and fees. International students attending on an F-1 visa are allowed to work no more than 20 hours per week on campus. The remainder of support to pay for school and living expenses must come from personal funds or sponsors. **Please note: the seminary does not have full scholarships or campus housing for international students.** Housing, transportation, and medical insurance will need to be arranged prior to coming to the United States. Central will only issue an I-20 form to come to the United States when an international student has been admitted, met all financial conditions, and made all arrangements.

An international student who is unable to meet his/her financial obligations to the seminary may be denied matriculation. During his/her first and second semester, an international student's course load may be limited to 9 semester hours, at the discretion of the Dean.

## Special Students

A special student at Central Baptist Theological Seminary is one who has completed a baccalaureate degree, is non-degree seeking, and wishes to take courses for graduate level academic credit. A completed application for special student status includes:

- 1) Special student application form
- 2) Official transcripts of undergraduate and graduate work
- 3) Personal statement outlining the reason(s) for requesting special student status
- 4) Other information as requested by the Admission Committee

Special students may apply up to 21 credit hours toward a degree program. Admission as a special student does not guarantee admission to an academic degree program at Central. Students must re-apply to enter a degree program. Those admitted on special student status are not eligible for seminary scholarships or federal loans.

## Transfer Students

Students transferring from other theological schools accredited by the Association of Theological Schools (ATS) must meet regular admission requirements.



Students transferring into the M.Div. degree program must complete at least 25 credit hours as a resident student at Central Seminary. Only courses offered at a degree granting site of Central count toward a student's residency requirement. Exceptions to this policy must have approval from the faculty.

### **Transfer Credits**

Students should be aware that transfer of credit is always the responsibility of the receiving institution. Whether or not credits transfer is solely up to the receiving institution. Accreditation of schools does not guarantee transferability. Any student interested in transferring credit hours should check with the receiving institution directly to determine to what extent, if any, credit hours can be transferred.

Transferring credits into a Central Baptist Theological Seminary academic program is at the discretion of the seminary. Only graduate level courses completed with a grade of C or higher will be considered for transfer credit. To transfer courses, the prospective student must provide an extensive course description or syllabus to the registrar's office. A nonrefundable fee of \$25 will be assessed to a prospective student to evaluate the transcript. If the prospective student applies to Central, is admitted, and registers for classes, the \$25 fee will be credited to his/her account. If the transfer credit evaluation is completed after the admission process, then no additional fee will be charged.

Approved transfer credits will be placed on a student's transcript after the completion of 9 credit hours at Central Seminary.

A transfer credit evaluation does not guarantee admission. Students from other ATS-accredited theological schools applying for the Master of Divinity must meet regular admission requirements.

### **Transferability of Credits**

Central Baptist Theological Seminary is a special purpose institution. That purpose is the preparation of women and men to transform churches and communities by educating and forming them as Christian leaders who are biblically knowledgeable, theologically articulate, spiritually healthy, humanly sensitive and professionally competent. This purpose does not include preparing students for further college study. Students should be aware that transfer of credit is always the responsibility of the receiving institution. Whether or not credits transfer is solely up to the receiving institution. Any student interested in transferring credit hours should check with the receiving institution directly to determine to what extent, if any, credit hours can be transferred.

### **Veterans**

Central Baptist Theological Seminary does participate with the Department of Veteran Affairs in providing educational benefits to Veterans and cooperates with the Armed Forces to provide Tuition Assistance to persons in active service.

It is the responsibility of each student to check their eligibility for benefits. Veterans must apply to the Veterans Administration for approval of benefits and provide a copy of the notice of approval to the school. Active duty members should ensure they are approved for educational benefits prior to enrollment certification.

The Registrar's office completes certification of enrollment to receive benefits.

## **ACADEMIC POLICIES AND PROCEDURES**

### **Academic Year**

Central's academic year begins June 1 and concludes May 31. For internal scholarship purposes, January credit hours are counted as part of the Spring Semester course load and Summer credit hours as part of the Fall Semester course load.

### **Course Schedules**

Courses taught at the Wisconsin Centre during the fall and spring semesters will be intensives that meet over five weekends during the first or second half of a semester. January and summer courses can be scheduled as weekend or one week intensives. Students taking classes in WI will also be able to register for internet-based courses.

Students are notified through their seminary email account when course schedules are available through the seminary website ([www.cbts.edu](http://www.cbts.edu)).

### **Textbooks**

Every course through Central will have required reading from assigned texts. The seminary does not have a bookstore at the Wisconsin Centre. Students will need to purchase course texts through a local bookstore or an online retailer. Students should order their textbooks at least one month before the first class meeting to allow adequate time for delivery and reading.

Cokesbury.com provides textbook services for Central students. Students may go to the Cokesbury website to purchase books which will be shipped directly from Cokesbury.

Students also may choose to use one of the many online retailers to order textbooks. A link to various textbook purchasing options is available on the seminary website ([www.cbts.edu](http://www.cbts.edu)) under "Academics."

Textbook lists can be found on Populi (<http://cbts.populiweb.com>), the seminary's online academic database, or in provided syllabi.

### **New Student Workshop**

Central Baptist Theological Seminary offers a new student workshop at the beginning of each school year and expects participation by new students. Topics covered are academic policies, plagiarism, library resources, theological writing and research. Additional fees apply. (See Tuition and Fees)

Students beginning in the spring semester should meet with their academic advisor to address their questions and would benefit from participating in the workshop in the subsequent fall term. Inquiries concerning orientation at Central Seminary may be addressed to the Office of Enrollment Services.

### **Student Assessment**

Assessment is a critical tool in the continual development of Central's educational offerings. Central uses a web-based system, called LiveText ([www.livetext.com](http://www.livetext.com)) to collect assessment data for the purposes of improving our academic programs. The data is collected through a professor's evaluation

of student work in specific classes. The data is only for the use of Central's faculty and administration in evaluating the strength of the seminary's degree programs and will not be provided to any third party.

To help form Christian leaders who are spiritually healthy and humanly sensitive, Central Baptist Theological Seminary requires vocational assessment for all students. Assessment normally includes evaluative instruments coordinated through the course, Formation for Christian Ministry (CS501). Additional fees apply. (See Tuition and Fees)

An assessment report of a student may be requested by the Dean, who may provide the assessment report to the student's faculty advisor and any other faculty member with a legitimate educational interest.

Central Baptist Theological Seminary may require a student to complete additional assessment(s) or follow-up to clarify and initiate educational and spiritual development. Students are responsible for costs associated with assessments.

### **Counseling Services**

The seminary recognizes that seminarians occasionally need professional assistance to work through the stress and struggles of life. Whatever the situation, we encourage students to seek help when things seem overwhelming.

For more information on counseling options, students should contact the Wisconsin Site Coordinator.

### **Faculty Advisors**

All M.Div. and Diploma students will be assigned an academic advisor. Students are encouraged to interact regularly with their advisor to plan their academic program, complete the Senior Chapel requirement (M.Div. and Diploma), and reflect on academic and vocational development.

### **Satisfactory Academic Progress**

Students who maintain a 2.0 or higher GPA and keep their enrollment current are defined as making satisfactory academic progress. (NOTE: In addition to satisfactory academic progress, the federal loans program requires that a student be enrolled at least half-time, which is 6 credits at Central.)

### **Receiving Grades**

Students receive their grades through POPULI (<https://cbts.populiweb.com>), Central's web-based academic records system. In POPULI, students can print grade reports, unofficial transcripts, and review their degree progress.

When professors provide course grades to the Registrar's office, the grade is recorded in POPULI and immediately available to the student.

### **Course Registration**

Students must register for classes before each semester through the Office of the Registrar. Students are strongly encouraged to meet with their academic advisor as part of their registration process to

discuss a plan for program completion.

New students may register after all application requirements have been met and admission has been approved by the Admission Committee.

The registration process includes the completion of financial arrangements with the Business Office. Students with an outstanding tuition bill from previous semesters will not be allowed to register.

### **Course Changes**

All class changes must be processed through the Registrar's Office. Course changes require the proper forms be completed and signed by the student, Registrar, and if necessary the professor. The Business Office, academic advisor, and course professor will be notified of any course changes.

### **Adding Courses**

Specific forms for officially adding courses must be completed and submitted to the Registrar's office.

For weekend intensives, a student must add a course two weeks before the first weekend of that course to ensure enough time is available to acquire textbooks and complete assignments due at the first weekend. Internet-based courses must be added prior to the second week of class.

### **Dropping Courses**

A student cannot assume that a class is dropped simply by not attending. Specific forms for officially dropping courses must be completed and submitted to the Registrar's office.

Any January term, summer term, or weekend intensive course dropped after the first class session will be recorded as "Withdrawn Passing" (WP) or "Withdrawn Failing" (WF) based on the recommendation of the course professor. Students may not drop a January term, summer term, or weekend intensive course after one-half of the required class sessions have met. A grade of "F" will be recorded on the transcript if a student stops attending class.

Internet-based courses dropped after the first week will be recorded as "Withdrawn Passing" (WP) or "Withdrawn Failing" (WF) based on the recommendation of the course professor. Students may not drop an internet-based course after one-half of the required class sessions have met. A grade of "F" will be recorded on the transcript if a student stops attending class.

### **Withdraw from School**

A student cannot assume that they have withdrawn from school simply by not attending. Specific forms for official withdraw from school must be completed and submitted to the Registrar's office. Students are strongly encouraged to talk with course professors and their academic advisor prior to a withdrawal.

Withdrawal from all classes at Central Seminary is processed through the Registrar and Dean's office. The student's course professor and academic advisor will be notified of the withdrawal. Policies regarding grades for dropped courses as part of the student's withdraw from school will still apply.

### **Changing Credit Status for Courses**

Changing from non-credit to credit status or from credit to non-credit must be done through the Registrar's office before the second class meeting. In order to change from non-credit to credit status for a course, students must be admitted currently to a degree program.

### **Registering for Classes at Other Schools**

Courses taken at other schools while still enrolled at Central will go through the transfer credit evaluation process if the student would like the course to transfer into their academic program. Students are encouraged to have such classes evaluated prior to taking the class.

Students will need to contact the other school to learn about admission and registration requirements.

### **Class Attendance and Participation**

Students are expected to attend all classes. Class attendance/participation is integral part of academic success at Central and a part of course grading.

A student may not miss more than 20% of a course's total contact hours and expect to pass. When a student misses a class, they should contact the professor prior to the class meeting. However, a student who is absent frequently cannot expect to earn the highest grades.

Normally, classes will not meet during special services, such as convocation. Any other dismissal will be at the discretion of the professor. Attendance at lectureships is often incorporated into class requirements.

### **Participation in Internet-Based Courses**

Participation in course synchronous class meetings, discussion boards, group projects, and other required online group activities is necessary in order to pass this course.

Central Seminary has attendance requirements for all classes, including those offered online. In a face-to-face class a student who misses more than 20% of a course's contact hours fails the class. The same principle is true for online courses. Our online classroom environment, MOODLE (<http://moodle.cbts.edu>), automatically monitors when you participate, how much you participate, and whether or not you have participated at all in an online assignment. Deciding not to participate in such exercises is not an option.

While it is possible occasionally to miss a group participation activity and still pass the course, failing to participate in more than 20% will result in automatic failure. This means that you must participate, and you must do so on a regular basis.

### **Inclusive Language Statement**

Central Seminary is committed to diversity and inclusion in its academic life and mission. We believe that our language matters. Inclusive language affirms the equality of all persons and transcends divisive barriers.

The Central faculty commits itself to using inclusive language in all areas of public discourse, such as classroom, publications, worship, and administration. When Central's community gathers for worship, we seek to craft the liturgy with attentiveness to the impact of language.

We urge students to commit themselves to using inclusive language in all written and oral presentations, including sermons. We also expect students to use inclusive language in worship events or other public functions of the school.

All members of the community are encouraged to communicate in language that reflects the equality of genders, openness to diverse cultural and theological perspectives, and sensitivity to one another's images of God.

### **Directed and Independent Studies**

Directed and independent studies are privileges extended by the seminary to Master of Divinity students with special interests or under extenuating circumstances. Directed Studies are for courses listed in the academic catalog, and Independent Studies are for courses not listed in the catalog. Students who maintain a "B" average may request as many as 9 semester hours of directed study and/or independent study. Additional fees apply (see Tuition & Fees section).

Students will need to complete the Directed Study/Independent Study Request Form (can be obtained from the Registrar) and submit the form to the Dean's office. If the request is approved, the student will follow the syllabus for the course as directed by the assigned faculty member.

The Directed study option should be requested only after all other possible avenues for attending the course have been exhausted. Even then, there is no guarantee that the request will be granted. Doing so is at the discretion of the faculty and is dependent on their willingness and availability to take on this significant and additional teaching responsibility. Directed studies are noted on the registration form and transcript with a "D" after the course number.

Independent studies provide opportunity for highly motivated students interested in pursuing a specific area of learning. The direction of the study is to be developed by the student in consultation with a faculty member who agrees to take on this responsibility. The number of credit hours (one to three) will be assigned to the independent study by the professor. Independent studies are noted on the registration form and transcript with the letters indicating the discipline, followed by the number 599. Like directed studies, independent studies are granted at the discretion of the Dean's Office.

### **Interrupted Status**

Students who matriculate but then interrupt their studies for five or more consecutive years must re-apply to the seminary. Students whose programs are interrupted by an absence of two years or more will incur the obligation of meeting the requirements printed in the current catalog at the time they re-enter, including changes in degree requirements.

### **Uninterrupted Status**

Students whose program of study continues more than five years are required to meet the degree requirements printed in the current catalog on the fifth anniversary of their entrance to the seminary, which includes any changes in degree requirements.

## Classification of Students

A full-time student is one who carries 9 or more credit hours in a semester.

A part-time student is one who carries fewer than 9 credit hours in a semester.

## Completion of Degree Work

M.Div. students are encouraged to complete their degree requirements in four years. Diploma students are encouraged to complete their program in three years. All work for degrees at Central Baptist Theological Seminary is to be completed within eight years. Any extension beyond this time requires faculty approval.

## Earning a Second Degree

Students who wish to complete a Master of Arts and a Master of Divinity degree must complete a total of 99 credit hours. **IMPORTANT:** Master of Arts degrees can only be earned at the seminary campus in Shawnee, KS.

## System of Grading

Central Seminary operates on a 4.0 grade point scale:

(A)	4.0 grade points	(B-)	2.7 grade points	(D+)	1.3 grade points
(A-)	3.7 grade points	(C+)	2.3 grade points	(D)	1.0 grade points
(B+)	3.3 grade points	(C)	2.0 grade points	(D-)	0.7 grade points
(B)	3.0 grade points	(C-)	1.7 grade points	(F)	0.0 grade points

A student's grade point average (GPA) is calculated as follows: Total Grade Points Earned divided by Total Credits Earned (not including courses graded Satisfactory/Unsatisfactory or Pass/Fail)

Other items concerning grading at Central are as follows:

- 1) A cumulative grade point average (GPA) of 2.0 (C) is required for graduation.
- 2) If a student's GPA drops below 2.0, they will be placed on Academic Probation.
- 3) Classes that are graded "S" (Satisfactory) or "U" (Unsatisfactory) do not count toward a student's GPA.
- 4) The following classes are graded as either "S" (Satisfactory) or "U" (Unsatisfactory): MP502 Church's Worship and Rituals, MP503 Ministry Dynamics, CS501 Formation for Christian Ministry, and MP504 Clinical Pastoral Education (CPE).
- 5) Cross-registration courses will receive a letter grade and count toward a student's grade point average. Cross-registration classes with a grade lower than a "C" will not be accepted or count toward degree completion.
- 6) Grades for transfer credits are not recorded on Central's transcripts, nor are they figured in the grade point average. Only Central courses and cross-registration courses are calculated into the GPA.
- 7) All course work should be completed during the semester in which the student is to receive credit. Under extenuating circumstances, a student may apply for an "Incomplete." Incomplete forms are available from the Registrar. The student and professor will enter into and sign the incomplete agreement by the last day of the semester. This contract between the student and

professor then allows for an extension of time, not to exceed six weeks, during which the student must complete the regular requirements for the course. When the work has been completed within the six week extension, the Registrar will record the grade along with the indication that the work was originally incomplete. If work is not completed within the six weeks allotted, the grade will be determined by the professor in relation to submitted work.

- 8) When a student's transcript is sent from Central Seminary during a semester in which the student is involved in course work, an "IP" (in progress) notation will be recorded next to all courses in which work is not yet completed.
- 9) A student may retake a course to make a better grade. The improved grade will replace the lower grade in GPA calculation. The lower grade will remain on the transcript, but it will not figure into the GPA. Normal tuition and fees apply.

### **Study Programs outside the United States**

Normally, a student must have satisfactorily completed, with an average grade of B+ or better, half of the M.Div. degree to be eligible for overseas study programs. Living and studying outside the United States will allow Central Seminary students an opportunity to broaden their cultural and educational backgrounds. Persons interested in a study abroad program must begin the application process at least six months prior to departure.

Typically, the study program is to be done in one semester. Students will pay Central's tuition and fee rates. Central students will work with their faculty advisor and the Dean. Exchange students coming to Central will work with a faculty advisor. Other particulars concerning study abroad programs are available from the Office of Enrollment Services.

### **Technology Requirement**

Central Baptist Theological Seminary recognizes the importance of information technology and its impact on teaching/learning and seeks to provide access to technology critical to a successful education. Central's computer resources are provided for academic purposes and may not be used for commercial endeavors or illegal activities.

To participate in the seminary's academic life, each student is expected to have and maintain basic word processing skills and access to a high speed internet connection. A student's computer should meet the following general hardware and software requirements:

- 1) A good quality, up-to-date computer
- 2) Windows or Mac environment
- 3) Up-to-date anti-virus protection
- 4) A text editor/word processor compatible with Microsoft Word documents
- 5) PDF Reader
- 6) A web browser

### **Student Email Accounts**

Every student will be assigned a Central Baptist Theological Seminary email address and **are expected to use this email address when submitting assignments and communicating with faculty and staff.**

Email addresses and passwords are provided to students after matriculation. For questions concerning email accounts, contact the Office of Enrollment Services.



## **Probation**

Academic - Students whose grade point average falls below 2.0 (C) will be placed on academic probation. They will have 9 semester hours to lift their GPA to that level. If they fail to do so, they may be denied matriculation or dismissed from the seminary. If dismissed from the seminary, the students will be notified by letter indicating if they are able to seek re-admission at a future date.

Moral - Conduct inappropriate for a seminarian may result in the faculty taking probationary action. Whenever this becomes necessary, the reason(s) will be fully explained to the student. At the end of one semester, the faculty will review the probation and may choose to remove the probation, extend the probation (no more than two consecutive semesters), or dismiss the student from the seminary.

Financial - Students may be placed on probation for failing to meet financial obligations to the seminary. Students on probation are not eligible for any financial aid or scholarships until their probationary status is removed by the Dean.

## **Dismissal**

In extreme cases of academic or moral concern, the Faculty Senate may vote to dismiss a student from the seminary. In such cases, the student will be notified prior to the vote and be given a chance to address the issue(s) that have led to the vote. Students will be notified via letter of the faculty decision and if they are able to seek re-admission at a future date.

## **Re-Admission**

Students that are able to seek re-admission must wait the period indicated in their dismissal letter. Re-admission will require a new application to an academic program along with a letter indicating their academic or moral progress since the dismissal and any other documentation required by the faculty. Re-admission will be a vote of the Faculty Senate.

## **Student Records**

Central Baptist Theological Seminary maintains various records concerning students to document their academic progress. In order to preserve students' rights to privacy, as well as to conform to federal law, the seminary has established certain policies and procedures to govern the handling of student records.

Educational records of students are maintained in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974, Public Law 93380, as amended (also known as FERPA or the Buckley Amendment).

Student records are confidential. A student has the right of access to their educational records. Only those faculty, administrators, and employees of Central Baptist Theological Seminary having legitimate educational interest in the student's records or personnel from accrediting organizations and government authorized studies are permitted access. With the exception of the above mentioned persons, confidential educational records will not be released without the written consent of the student involved.

A student may inspect their educational record and may challenge the accuracy of the record or the need for its retention. Students may waive their right to review in the case of letters of

recommendation. The character reference waiver policy offers students an opportunity to waive their right of inspection, but does not require any student to do so. Character references of admitted students are destroyed.

Student academic records are maintained by the Office of Enrollment. Files of students who withdraw before completion of their program are retained for five years after the date of last transcript activity. Files are then destroyed. Only the transcript will be kept. After five years, files of graduates are placed in permanent storage.

The following information is considered to be directory information (information that is generally not considered harmful or an invasion of privacy if disclosed by Central): student's name, address, telephone number, e-mail address, date of birth, spouse's name, previous schools attended, photograph, degree plan, dates of attendance, part-time or full-time status, and schedule.

### **Grievances**

Students who have grievances regarding a course should communicate their concerns to the course professor first. If the grievance is not resolved, students taking courses in WI should communicate their grievance in writing to the WI Institutional Director (Dr. Timothy Ashley, [tashley@cbts.edu](mailto:tashley@cbts.edu)) for resolution. If necessary, the Site Administrator will consult with the Dean's office for further discussion and resolution.

Complaints concerning other students outside of class should be submitted in writing to the Site Administrator. (Dr. Timothy Ashley, [tashley@cbts.edu](mailto:tashley@cbts.edu)) If necessary, the Site Administrator will consult with the Dean's office. The written complaint will initiate discussion, mediation, and hopefully a satisfactory resolution.

Complaints concerning the Institutional Director should be submitted in writing to the Dean's office on the Shawnee, KS campus.

Further detailed information regarding the grievance procedures can be found in the Student Handbook, available online. ([www.cbts.edu](http://www.cbts.edu))

### **Job Placement**

Central Baptist Theological Seminary does not have a job placement office. Students are encouraged to be in communication with their denominational agency or church body regarding their preparation for ministry, path for ordination, and their need for placement after degree completion.

While many students start their seminary education with a ministry placement, other students are looking for temporary placement during their studies. When the seminary receives notice of ministry openings, an announcement of the opening will be sent to students via email.

Students should be aware that a ministry field education placement will be required as part of their coursework in MP502/402 and MP503/403. Field education placement will be coordinated and approved by the course professor and will include a mentor.

### **ACADEMIC PROGRAMS**

Academic programs for students taking courses in Wisconsin include the Master of Divinity degree and

the Diploma in Theological Studies.

### **Graduation Requirements**

To graduate, M.Div. students must:

- 1) Complete all curriculum requirements for the degree program
- 2) Maintain a cumulative grade point average of 2.0 (C) or higher
- 3) Complete at least 25 credit hours in residence for the M.Div. program
- 4) M.Div. students lead the seminary community in Chapel at least once during their final year
- 5) Pay all financial obligations, including graduation fees and library fines
- 6) Complete any other requirements or assessments designated by the Administration, Faculty, or Board

To graduate, diploma students must:

- 1) Complete all curriculum requirements for the diploma program
- 2) Maintain a cumulative grade point average of 2.0 (C) or higher
- 3) Lead the seminary community in chapel worship during their final year
- 4) Pay all financial obligations, including graduation fees and library fines
- 5) Complete any other requirements or assessment designated by the Administration, Faculty, or Board

## **MASTER OF DIVINITY DEGREE**

### **Goal**

The Master of Divinity is a vocational ministry training degree that unites classical studies oriented toward theological and spiritual formation together with training intended to assist in developing applied ministry skills.

### **Learning Outcomes**

Three major learning outcomes are associated with the goal of theological and spiritual formation:

- 1) become theologically articulate,
- 2) gain the basics of biblical knowledge needed for ministry, and
- 3) demonstrate practices indicative of spiritual health.

Two major learning outcomes are associated with applied ministry skills:

- 1) develop qualities conducive to being humanly sensitive and
- 2) attain essential professional competencies for ministry.

### **Master of Divinity Degree Suggested Order of Study**

The Master of Divinity degree requires the successful completion of 75 credit hours. Students can complete the M.Div. degree in four years with full-time study. To assist students, the faculty has prepared a suggested order of study that begins with Biblical Studies, Spiritual Formation, Christian Heritage, and Theology followed by Proclamation, Pastoral Theology, Ethics, and Ministry Praxis. Students should consult with their Faculty Advisor to develop a plan of study.

## Cost

The total cost of the Master of Divinity degree is approximately \$30,900 for tuition, fees, and books. (See "Tuition and Fees" for a cost breakdown)

## Curriculum

All classes are 3 credit hours

HB501 Hebrew Bible I	PR501 Homiletics
HB502 Hebrew Bible II	PR502 The Practice of Preaching
NT501 New Testament I	PR503 The Worshiping Church
NT502 New Testament II	PR504 Biblical Exegesis and Hermeneutics
CH501 Christian Heritage I	PT501 Caring Ministries of the Church
CH502 Christian Heritage II	PT502 Counseling Ministries of the Church
TH501 Constructive Theology I	MP501 Basics of Contemporary Christian Witness
TH502 Constructive Theology II	MP502 Church's Worship and Rituals
ET501 Christian Ethics	MP503 Ministry Dynamics <sup>1</sup>
ET502 Ministry Ethics	ELECTIVES <sup>2</sup> (Students must complete 12 credit hours from elective courses.)
CS501 Formation for Christian Ministry	
CS502 Spiritual Formation and Human Development	

<sup>1</sup>Students may complete Clinical Pastoral Education (CPE) as a substitute for MP503 Ministry Dynamics. Up to six credits hours may be granted for one unit of CPE. Three credit hours substitute for MP503, and three credit hours granted as elective credit.

<sup>2</sup>Baptist students are strongly encouraged to take CH503 Baptist Denominational Studies, which meets the expectations for ordination in the American Baptist Churches USA and the Cooperative Baptist Fellowship.

## DIPLOMA IN THEOLOGICAL STUDIES

### Purpose

The Diploma in Theological Studies offers a basic program (not an accredited degree) in theological studies for mature persons who have not completed a formal undergraduate degree. Normally, Central Baptist Theological Seminary requires a recommendation from an appropriate denominational official as part of the admission process.

### Objectives

- 1) To increase the student's knowledge of the Christian faith, including its biblical sources, theological articulation, and historical expression
- 2) To enhance the student's ability to communicate ideas and feeling to others

### Requirements

The Diploma in Theological Studies requires the successful completion of 48 semester hours. Students

can complete the Diploma in Theological Studies in three years with full-time study (9 hours per semester).

The Diploma program assumes applicant experience in the area of pastoral practice and takes note of their accomplishments.

Each Diploma student must complete a program of assessment through an agency approved by the seminary, as described under Academic Policies and Procedures. Normally, these evaluations will include, but not necessarily be limited to, an initial basic assessment taken while the student is enrolled in CS501 Formation for Christian Ministry. These assessments will help the Dean, faculty advisor, and student develop a plan for the student's professional growth and development.

### **Cost**

The total cost of the Diploma in Theological Studies is \$19,880 for tuition, fees, and books. (See "Tuition and Fees" for a cost breakdown)

### **Curriculum**

All classes are 3 credit hours.

HB401 Hebrew Bible I	TH402 Constructive Theology II
HB402 Hebrew Bible II	ET401 Christian Ethics
NT401 New Testament I	PR404 Biblical Exegesis and Hermeneutics
NT402 New Testament II	MP401 Basics of Contemporary Christian Witness
CH401 Christian Heritage I	MP402 Church's Worship and Rituals
CH402 Christian Heritage II	MP403 Ministry Dynamics <sup>1</sup>
TH401 Constructive Theology I	

<sup>1</sup>Diploma students may substitute one unit of Clinical Pastoral Education (CPE) for MP403.

These courses are the normal expectation for a person completing the Diploma in Theological Studies. If a student in consultation with her or his advisor would like to adjust the normal requirements, they may petition the faculty for an adjustment. This may be due to more education or experience in some field and/or a desire for greater knowledge and expertise in a particular discipline.

### **COURSE DESCRIPTIONS**

\*Course numbers for diploma level students will replace the "5" with a "4."

#### **Hebrew Bible**

##### **HB501 Hebrew Bible I**

This course is a basic introduction to the literature, cultural/historical backgrounds, and basic narrative structure of the Hebrew Bible. Focus will be on understanding biblical Israel's story from its beginnings to its return from exile through close readings of representative biblical texts. Attention will be given to matters of method and interpretation. Introduction to the Hebrew Bible is required before a student can enroll subsequent Hebrew Bible courses.

##### **HB502 Hebrew Bible II**

As a continuation of HB501 which surveys the prophetic literature, this study will focus on representative prophetic texts with attention to the prophetic role in biblical Israel as well distinctive theologies within the prophetic corpus. This course builds on the content and skills learned in HB501 and provides further opportunities for developing proficiency in exegesis. (Prerequisite: HB501)

## **New Testament**

### **NT501 New Testament I**

The first course in New Testament studies is designed to introduce students to the background study of the New Testament and to methodologies for the interpretation of the biblical text. This course will also illustrate these background studies and methods of interpretation with a focus on the Synoptic Gospels.

### **NT502 New Testament II**

This course surveys the Johannine and Pauline writings in the New Testament. It explores the social, cultural, literary and theological aspects of these writings along with major scholarly issues associated with particular New Testament books. This course also focuses on placing the Johannine and Pauline writings within the context of the church and world. (Recommended: NT501)

### **NT503 Johannine Literature**

This elective focuses on the Gospel of John and the Johannine Epistles. Attention is given to the community that produced the Gospel and Epistles. This course also explores issues related to Johannine Christology, ecclesiology, and discipleship. The study provides detailed literary and exegetical analysis of the Gospel of John. (Prerequisites: NT501 and NT502)

### **NT504 Luke-Acts**

The course emphasizes the unique perspective of the author of the Gospel of Luke in shaping the Jesus tradition and in preparing readers for the ministries that would follow in the Acts of the Apostles. This study focuses upon the structural similarities between the two volumes and also the distinctive theological themes within each volume. (Prerequisite: NT501)

### **NT505 The Corinthian Correspondence**

This course is a study of the setting and specific issues in the house churches that elicited the letters to the Corinthians. This study will examine how Paul dealt with conflicts at Corinth and how he applied his theology of the cross/resurrection. It will also consider the implications and application of 1 and 2 Corinthians in contemporary worship and theology. (Prerequisites: NT501 and NT502)

### **NT506 Revelation**

This course is a study on Revelation (the Apocalypse) in the context of first-century apocalyptic thought. Revelation is explored by way of literary analysis, historical setting, and cultural analysis. The course also examines the various ways in which Revelation has been appropriated for interpretation. (Prerequisites: NT501 and NT502)

## **Biblical Languages**

### **GK501/GK502 Elementary Greek I and II**

This is a study of *Koine* Greek grammar with some guided reading in the Greek New Testament. (Must be taken in sequence.)

#### HW501/HW502 Elementary Hebrew I and II

This course is an introduction to the grammar, syntax, and vocabulary of the Hebrew language for purposes of translation and exegetical study, including guided reading in the Hebrew Bible. (Must be taken in sequence.)

### **Christian Theology**

#### TH501 Constructive Theology I

The first course in Constructive Theology introduces the learner to the discipline of theological reflection, its sources and methodology, and to the doctrines of Revelation and the Triune God. The purpose of the course is for the learner to become theologically articulate about the faith by which he or she lives in light of the breadth of Christian tradition. The course will stress the significance of theological formation and practice in the world and the church, for theology is ever concerned with life and ministry. (Prerequisites: 1 HB or NT and 1 CH)

#### TH502 Constructive Theology II

The second course in Constructive Theology focuses on the doctrines of Creation, Humanity/Sin, Christ, Spirit, Church/Salvation, and Consummation. The purpose of the course is for the learner to become theologically articulate about the faith by which he or she lives in light of the breadth of Christian tradition. The course will stress the significance of theological formation and practice in the world and the church, for theology is ever concerned with life and ministry. (Prerequisites: 1 HB or NT and 1 CH and TH501)

### **Ethics**

#### ET501 Christian Ethics

This course is an introduction to the philosophical, biblical, and theological bases for Christian personal and social ethics. This introduction gives attention to both theoretical and applied ethics.

The purpose of this course is to enable Christian ministers to engage better the sorts of moral-ethical activities in which all are engaged daily. This course introduces various styles of ethical reflection, analysis, and action, aiming also to enable more discerning and prophetic ministries in our increasingly complex world. (One TH is recommended.)

#### ET502 Ministry Ethics

This course is designed for enhancing knowledge of ethics for the purpose of intentional reflection and dialogue concerning ethical issues commonly faced in ministry. Learners are encouraged to apply rigorously ethical theories to practical situations. Pertinent topics to be addressed include: professional boundary issues, responsible sexuality, plagiarism and preaching, pastoral care in bioethical dilemma situations, financial accountability, and ministerial self care. Learners will study particular codes of ministerial ethics and consider various sources of moral authority. All are given opportunity to experience personal and professional moral development in the process of academic studies. (ET501 is recommended.)

#### ET503 Peace Building and Conflict Transformation

Based on a model of peace-building developed in South Africa, this course introduces key concepts, methods, and skills of conflict transformation while providing an overview of the mediation process. The intent is to equip individuals to deal constructively with conflict in their own lives, institutions (including, but not limited to, churches), and communities.

#### ET504 Environmental Ethics

This course is an examination of the relationship of human activities to the web of life on this planet.

### **Christian Heritage**

#### CH501 Christian Heritage I

This is a survey of the global history of Christianity from the early church to the late Middle Ages.

#### CH502 Christian Heritage II

This course is a continuation of CH501 to the present.

#### CH503 Baptist Denominational Studies

This is a general study of Baptist history, thought, and polity development from the early seventeenth century to the present. This course is sometimes offered as an Internet course.

#### CH504 Denominational Studies

As a general study of Christian denominational and church organizational development from the sixteenth century to the present, this course gives opportunity for each student to focus on his or her own ecclesiastical or denominational tradition. Approved history and polity courses offered by a student's denomination might be substituted for this course.

### **Christian Spirituality**

#### CS501 Formation for Christian Ministry

This is a beginning seminary course in which personal, professional, and spiritual formation for ministry are introduced. Interdisciplinary in nature, it includes peer group experience and assessment instruments.

#### CS502 Spiritual Formation and Human Development

In this course, attention will be given to the multifaceted areas of each stage of adult life. Faith, spiritual growth and formation, sexuality, vocation, life tasks, and relational issues will be explored. Consideration will be given to church development so that it can be ready to offer adequate ministry to persons in each stage of adult life development.

#### CS503 Introduction to Spiritual Formation

Spiritual formation occurs through study and practice. This course involves the study of historical understandings of spirituality, their theological contributions, and the practice of disciplines conducive to mature Christian discipleship.

#### CS504 Benedictine Spirituality

This course is a study of the contours of the Benedictine tradition of spirituality. The purpose of the course is to acquaint learners with the distinctive contributions of this form of monastic spirituality and test its applicability to non-cloistered life. As an immersion course, it follows an action/reflection model. Participants will spend one week in the rhythms of daily prayer, *lectio divina*, study, silence, and community building. The course is to be held on the grounds of Conception Abbey.

### **Proclamation**



#### PR501 Homiletics

This course is an introduction to Christian proclamation with emphasis on the theology and rhetoric of preaching. The course includes both traditional and contemporary approaches to homiletics in an attempt to help students discover their own style of preaching. Students learn not only how to prepare sermons but are given multiple opportunities to preach both in the classroom setting and in local churches. (Prerequisites: HB501, NT501, PR504)

#### PR502 The Practice of Preaching

Designed to help students discover and develop their own gifts of preaching by means of a variety of oral presentations and sermons, this course utilizes both videotape and peer group evaluations. (Prerequisite: PR501)

#### PR503 The Worshiping Church

As a theoretical and practical examination of Christian worship, the course considers the history, theology, and practice of various worshiping traditions, especially within the free church tradition. The course is designed so that students might be better equipped to plan and lead worship. (Prerequisites: HB501, NT501, PR504, TH501, and CH501 or CH502)

#### PR504 Biblical Exegesis and Hermeneutics

This course focuses on the art and science of biblical interpretation. It explores the various methods and presuppositions utilized for understanding and communicating the Bible. It also helps students develop the specific skills needed for interpreting the Bible. The professors of New Testament and Hebrew Bible often team teach this course. (Prerequisites: One HB and one NT course)

#### PR505 Preaching in the African American Tradition

This course provides a general overview of the fundamental administrative tools and skills needed to effectively and efficiently manage the church, with an emphasis on the African American church. Students will examine the traditional images and styles of the African American pastor and laity.

### **Pastoral Theology**

#### PT501 Caring Ministries of the Church

As an introduction to the fundamental concepts of pastoral care, this course will focus on preparing learners for the ministry of pastoral care and for nurturing the faith community in its many ministries of care. It will cover some of the most frequently encountered situations where care is needed (e.g., illness, loss, crisis, etc.).

#### PT502 Counseling Ministries of the Church

The focus of this course will be on learning the basic skills and theory needed to do pastoral counseling within the congregational setting. It will cover counseling approaches most appropriate to this context and will focus on those types of counseling needs commonly encountered by parish pastors.

#### PT503 Self-Care and Stress Management

This course will focus on the principles and strategies of holistic self-care that empower clergy and other caregivers for healthy, vigorous, long-term service.

The course applies converging themes from holistic health studies, stress management and burnout management research, meditation methods, and biblical theology. Attention will be given to the growing literature on embracing these insights in the practice of ministry. Students will learn techniques of reducing and adapting to stress through relaxation, physical exercise, meditation, and

the development of other spiritual disciplines.

A disciplined regimen of regular physical exercise is part of the course. Students will either take part in a lab offered through the Wellness Center of Kansas City Kansas Community College (extra fee) or make arrangements at a wellness center more conveniently located for a particular student.

#### PT504 Crisis Intervention and Care for the Grieving

This course explores theory, thought, and practice as regards two significant topics: Crisis and crisis intervention methodology as they apply to minister and congregation; and, grief, including grief counseling and ministry.

### **Ministry Praxis**

#### MP501 Basics of Contemporary Christian Witness

This course is a brief overview of the most significant aspects of soteriological and ecclesiological understanding as they impact missional ministries. It also includes a survey of missional paradigms, the challenges of contextualization, the specific challenges confronting the postmodern church, and important elements of an “emerging church” paradigm.

#### MP502/503 Ministry Praxis

The purposes of Ministry Praxis courses are to enhance professional competencies in the practices of ministry and to wed theory and practice via contextualization in actual ministry situations. Participants will be engaged as Ministers-in-Training with a Pastoral Mentor at a preapproved practicum site. Individual Learning Covenants will be negotiated and ministerial/pastoral self-identity developed. In addition to the 8-10 hours per week practicum, (120 hrs/sem.), MIT's typically will meet 3 hours per week in integrative class sessions and with peer groups. Peer groups meet primarily for case presentation and theological reflection on their ministry experiences.

#### MP502 Ministry Praxis: The Church's Worship and Rituals

This practicum course is integrative especially of pastoral care, homiletics, and worship with biblical and theological studies. Emphasis falls on the ritual practices of ministry and competencies needed for leading the Church in worship. Case study method will be a primary teaching-learning approach. (Prerequisites: PR501, PR503, and completion of 24 core hours)

#### MP503 Ministry Praxis: Ministry Dynamics

This practicum course is integrative of other disciplines of study and practice, with a particular focus on developing competencies in ministry leadership. Family systems theory will be presented as one means for understanding and leading congregations more effectively. Case study method will be a primary teaching-learning approach.

Enrollment in and successful completion of an approved program of Clinical Pastoral Education (CPE) may serve as a core course substitute for 1503MP. (Prerequisites: PR501, PR503, and completion of 24 core hours)

#### MP504 Clinical Pastoral Education (CPE)

Clinical Pastoral Education provides students an opportunity to practice pastoral ministry in an institutional, clinical, or congregational setting. Students minister under supervision to particular groups of people. Verbatim accounts of critical incidents in ministry are presented for theological reflection and peer review. Critical reflection both on pastoral self-identity and on interpersonal relational skills is a

major focus of supervision.

One unit (six semester hours) of CPE requires at least 400 hours of direct involvement in a supervised ministry setting. Academic credit for CPE may be granted upon verification of successful completion of an approved CPE program. Photocopies of the CPE supervisor's evaluation certifying satisfactory completion must be forwarded to the seminary Registrar and the Office of the Academic Dean.

A maximum of 12 credit hours (2 CPE units) may be taken for academic credit toward the M.Div. degree, and a maximum of 6 credit hours may be taken for credit in the M.A. degree. Admission to an approved CPE program requires: (a) completion of a CPE application; (b) an interview with the CPE supervisor; (c) acceptance into the program; and (d) payment of CPE program fees (which, if required by the CPE program, are unrelated to requisite seminary tuition).

#### MP505 Effective Church Administration

This course is designed to teach students how to successfully manage the day-to-day operation of the 21<sup>st</sup> century church and prepare students for organizational, staffing, and ministry related change that results from the growth of their ministries. Students will be challenged to merge the academic and practical applications of business, professionalism, and spirituality as the administrative foundations of the ministry of administration. Academic emphasis will be placed on students' ability to assess information that is both current and relative to present day church administration.

### **Master of Arts**

*\*Master of Arts courses are not offered at the Wisconsin Centre but may be taken if offered as an internet-based course.*

#### MA501 Living World Religions

This course is an introduction to living religions of the world. It provides students with exposure to and knowledge of the vast range of human religious expression with the goal of appreciating peoples of other religious traditions and developing relationships in which genuine sharing can occur. While this course is required of MA (Theological Studies) degree students, all other students are welcome.

#### MA502 Sociology of Religion

This course provides a general introduction to sociological thinking about religion with attention to major theorists, social sources of religious change, sociological dynamics of religious movements, and issues of commitment to religious organizations. While this course is required of MA (Theological Studies) degree students, all other students are welcome.

#### MA503 Scholarly Practices (Capstone Project)

The MA degree culminates with a capstone course that is focused on a research and writing project to be directed by one of the faculty. MA503 is to be taken in the final semester of one's degree program. Project parameters are sufficiently broad as to accommodate the plethora of interests and contexts that learners bring to this program of graduate theological studies. Individualized projects are carried out in conjunction with classroom didactic sessions. Topics covered include: thesis development and focus, research methods and resources, writing for publication, etc. Learners will present their papers and projects at semester's end for peer review and faculty evaluation. While this course is required of MA (Theological Studies) degree students, all other students are welcome.

#### MA504 Pedagogy

The description for this course is not yet available.

## **Missional Church Studies**

*\*Missional Church Studies courses are not offered at the Wisconsin Centre but may be taken if offered as an internet-based course.*

### **MC501 Introduction to the Missional Church**

This course is a brief overview of the most significant aspects of soteriological and ecclesiological understanding as they impact missional ministries. It also includes a survey of missional paradigms, the challenges of contextualization, the specific challenges confronting the postmodern church, and important elements of an “emerging church” paradigm.

### **MC502 Communications and Relation Building**

This study is designed to provide learners with the theoretical framework and practical applications for discovering and developing (1) their individual skills as communicators and (2) public and marketing strategies within the context of the local church to reach the community in which it serves. The first part of the course will facilitate development of the learner’s overall ability to communicate effectively interpersonally, intra-personally, verbally, and nonverbally within both the church and community settings. The second part explores the roles of media technology, church computer usage, and organizational communication in establishing, strengthening, promoting, and sustaining Christian ministries.

### **MC503 Personal and Corporate Evangelistic Witness of the Church**

The course offers an overview of the theology, motivation, and practices for a church’s corporate and personal witness of evangelistic, prophetic, and transformative outreach to its own community and to the broader world. This course gives special attention to the role of leadership in mobilizing the local faith community for missional engagement through personal and corporate Christian discipleship.

### **MC504 Cross Cultural Ministries**

As a focused study of the cross-cultural mission and ministry of the global church, this study includes a brief overview of biblical and theological foundations, a survey of the history of Christian cross-cultural ministries, and an overview of philosophies and strategies for cross-cultural ministry, the challenges of contextualization, consideration of the difficulties confronting cross-cultural spiritual, theological, and ministerial formation, and the specific challenges faced by the postmodern church.

### **MC505 Transformational Leadership**

This course is designed to prepare learners for the kinds of demands that are integral to establishing and facilitating churches committed to being missional. Among the skills this course seeks to enhance are creating a missional vision and vision path, building and motivating teams, implementing positive systemic change, developing effective coaching skills, improving decision-making, identifying and developing new ministries and ministry trends, guiding strategic planning, and utilizing risk-taking.

### **MC506 Contextual Analysis and Resourcing**

This course helps equip learners with the skills to identify and utilize instruments necessary for quantitative and qualitative field research as it pertains to demographics and community analysis. Conjointly, learners will explore missional principles and methodologies as well as tools for related social, political, and economic analysis for the purpose of understanding current church conditions, future trends, and the most effective methods for addressing these challenges and opportunities.

### **MC507 Summative Evaluation Project**

An integration/praxis project at the end of the M.A. in Missional Church Studies program that is designed to enhance the learner's skills and ability to professionally apply knowledge and processes developed during his/her course of study. The project will be planned by the student under the supervision of an M.A. in Missional Church faculty advisor, approved by MAMCS faculty, and carried out with supervision from a mentor or coach approved by MAMCS faculty.

## **LIBRARY AND LEARNING RESOURCES**

### **Library**

The library at Central Baptist Theological Seminary is a theological library serving the needs of CBTS students, faculty, and staff. Central Baptist Theological Seminary understands this field of service to include:

- 1) The immediate academic community: students, faculty, and staff
- 2) Alumni/ae of Central Baptist Theological Seminary
- 3) Students from seminaries and other educational institutions in the Kansas City Metropolitan area with which Central maintains academic cooperation
- 4) Members of the Kansas City Library Consortium
- 5) Clergy, Lay Leaders, persons in helping professions, and visiting scholars

The library is a member of consortiums, partnerships, and networks that share resources and expand its collection of resources and research databases for greater accessibility to students in different locations. Access to Research Databases is available online through the seminary website ([www.cbts.edu](http://www.cbts.edu)), and the log in information is the same as the seminary email account. For questions about library services, call 913-422-5789 or email [circ.desk1@cbts.edu](mailto:circ.desk1@cbts.edu).

For students studying at the Wisconsin Centre, students may receive borrowing privileges through Saint Francis Seminary. Students should contact the Wisconsin Centre Director for further information about library privileges.

### **Library Holdings**

The library on the Shawnee, KS campus houses over 80,000 volumes and features strong collections in Bible, theology, and Baptist history and practice.

Items in the library are organized according to the Dewey Decimal System of Classification. The library makes available database searching from CDROMs (notably the religion database of the American Theological Library Association) and from online bibliographic and non-bibliographic databases.

### **Library History**

The Pratt-Journeycake Library is named for 19th century Baptist Missionary John G. Pratt and Delaware Tribe Chief Charles Journeycake. Chief Journeycake's daughter, Nannie, married the son of John G. Pratt. After her husband's death, Nannie married again and during her second marriage she raised money for a library at the Seminary to be named in honor of her father and her first father-in-law.

When the Seminary moved to 741 North 31st Street in Kansas City, Kansas, the library was originally housed in the Administration Building's Herrick Hall. In 1959, a separate library building was built. The

ground floor of that library facility was renovated in 2001 through a generous gift from Edna Shepherd, allowing space for the Kansas Qumran Bibliographic Project, classrooms and a computer lab.

In 2006, the library moved with the seminary to Shawnee, KS. As part of a capital campaign, funds were raised to give the library a new home in the campus' multi-purpose room, with those renovations being completed in 2010.

The seminary library continues to expand its collection of resources and research databases for greater accessibility to students in different locations.

Please check the Seminary's website for more information on the library and for access to the online catalog and its research databases.

## **EXTENDED EDUCATIONAL OPPORTUNITIES**

### **Lifelong Learning**

A limited number of Lifelong Learning students may be admitted to classes. Each applicant in the Lifelong Learning program must submit an application form to the Office of Enrollment Services.

Lifelong Learning students are expected to attend all class sessions, read all assigned materials, and participate in class discussion. They will not be expected to complete papers or tests.

At the successful completion of each class, a certificate of completion will be issued to each student. When four classes as a Lifelong Learning student have been completed, a Certificate in Theological Studies will be awarded to the student.

If the Lifelong Learning student decides, after the completion of the class, to retake the class for credit toward a degree, the student will need to apply for admission into a degree program. Once admitted and enrolled in the same class, the payment as a Lifelong Learning student will be credited toward tuition.

If the instructor approves, the spouse of a degree student may take a course as a Lifelong Learning student at no cost on a space-available basis. The Lifelong Learning student must complete a registration form through the Registrar's Office.

Central Seminary graduates may enroll in Lifelong Learning courses through the Registrar. They will be charged the regular fee for Lifelong Learning courses.

Active and current volunteers and seminary employees may take one course per semester as Lifelong Learners at no charge. They must complete a registration form through the Registrar's Office and be approved for entrance into the class, but no tuition or fees will be assessed.

### **Weekend Intensives**

At Central, classes that meet on Fridays and Saturdays multiple times within a semester are called weekend intensives. These classes typically meet on Friday nights and Saturdays in the lower level of the Wisconsin Centre (offices of American Baptist Churches of WI).

Students will be expected to complete initial reading and writing assignments prior to the first class session. Upon registration, course syllabi will be distributed at the discretion of the professor to

enrolled students, providing enough time to finish initial assignments. Additionally, completion of assignments will be required between weekends and after the final class session.

Students must have basic computer skills as well as email and internet access.

### **Online Classes**

The seminary does offer online classes every year. Currently, it is not possible to earn a degree strictly through online classes.

Online classes utilize Central's web-based academic environment, MOODLE (<http://moodle.cbts.edu>), to make resources available and to foster class interaction. Students must have basic computer skills to go along with email and internet access.

The amount of online interaction will vary with the standards professors set for their class, but students should expect to spend at least as much time in the online classroom environment as they would in face-to-face classes. Online classes may also incorporate synchronous web meetings, DVD's, and conference calls into the curriculum.

### **Continuing Education Opportunities**

Central Seminary usually sponsors one major lectureship during the academic year. Lectureships are significant opportunities to learn from noted scholars of a particular academic discipline. Churches, clergy, and the general public are invited to participate.

The seminary sponsors Pastor's Day annually as a time for practical learning and ministerial growth for pastors. The public is welcome to participate, but generally the theme is related to the discipline and practice of pastoral ministry.

Registration costs will vary. Some course requisites may include attendance at these educational opportunities.

### **Alumni/ae Association**

The Alumni/ae Association was founded in 1906 for the purpose of fellowship, sharing information, and ongoing support of the seminary.

The objectives of the Alumni/ae Association are: to create experiences of fellowship among alumni and alumnae; to generate financial support for the seminary; to recruit students who are called to the ministry; to pray for the seminary; to represent alumni and alumnae to the seminary's administration and board; and to recognize outstanding achievements in the ministries of former students.

The Alumni/ae Association is led by a team of elected officers (president, vice president, and secretary/treasurer) who work in partnership with the seminary staff and administration. Membership is available in five categories: annual membership, lifetime membership, alumni/ae by choice, associate membership, and honorary membership. Details can be obtained from the association officers. Projects in which the Alumni/ae Association is actively involved include: scholarships, awards of merit, commencement banquet, mission trips, and other meal events and fellowship functions.

### **FINANCIAL INFORMATION**

Central Seminary is committed to providing scholarship assistance so that persons called to ministry may graduate from seminary with as little educational debt as possible. To that end, the seminary provides financial aid and works with students to assist them in securing other sources of financial aid.

Students must reapply every year for seminary scholarships. For returning students, the application deadline is the last Friday in April. The deadline for new students applying for scholarships is the first Friday in June.

### **Called To Serve Support**

While tuition and fees are significant, they cover only a small part of the actual cost of educating each student. Currently, it costs about \$18,000 per year to educate one student at Central Seminary. Through the Called To Serve Support program, \$12,000 of the educational costs for each student is provided through the generosity of donors.

### **American Baptist Seminarian Support**

In addition to Called To Serve Support, American Baptist students may receive funds through the American Baptist Churches, USA. If an M.Div. or M.A. degree student has been a member of an American Baptist church for the previous year and enrolls in at least two classes per semester, she or he is eligible to receive \$500 in matching funds per semester through the American Baptist Seminarian Support Program.

If an M.Div. or M.A. degree student has been a member of a church in the American Baptist Churches of the Central Region for the previous year and enrolls in at least two classes per semester, he or she is eligible for a \$1000 scholarship each semester.

Students may receive ABC Seminarian Support for one degree only. To receive this support, a student must submit a letter from his/her church verifying membership.

### **Cooperative Baptist Fellowship Scholarship**

Cooperative Baptist students may be eligible to receive scholarship funds. If a degree student has been a member of a Cooperative Baptist Fellowship church for the previous year and enrolls in at least two classes per semester, she or he is eligible to receive \$1000 per semester. In addition, Cooperative Baptist students may be eligible to receive CBF Leadership Scholarships.

### **Native American Scholarship**

Native American students in good standing may receive full tuition scholarships for up to 75 hours of credit. Three scholarships are available per semester. Students must provide proof of Native American nationality at the time of registration.

### **Married Students**

Married couples, when individually enrolled in a degree or diploma program, are eligible for a tuition discount. The spouse carrying the greater number of credits is charged full tuition, and the other spouse



receives a 50% tuition discount.

Spouses of degree or diploma students may take courses for continuing education at no cost.

### **Children of Alumni/ae**

Children of alumni/ae who have received a degree from Central are eligible for a 50% tuition discount.

### **Federal Direct Stafford Loans**

Central Seminary participates in the Federal Stafford Student Loan (FSSL) program to help students finance seminary expenses. Students should direct questions about this loan program to the Business Office. Students should contact the lender for deferment information and form.

### **Tuition and Fees**

\*Current rates at the time of publishing. Tuition rates and fees may increase.

Tuition (per credit hour)	-	-	-	-	-	-	-	\$360.00
Lifelong Learning (per course)	-	-	-	-	-	-	-	\$300.00
Fees:								
Registration Fee (per semester; degree or diploma students only)	-	-	-	-	-	-	-	\$150.00
Drop Fee (after class begins)	-	-	-	-	-	-	-	\$15.00
Application Fee	-	-	-	-	-	-	-	\$50.00
Directed Study/Independent Study Fee (per course)	-	-	-	-	-	-	-	\$100.00
Sustaining Fee <sup>1</sup> (per semester)	-	-	-	-	-	-	-	\$125.00
Graduation Fee <sup>2</sup>	-	-	-	-	-	-	-	\$200.00
Official Transcripts <sup>3</sup> (each)	-	-	-	-	-	-	-	\$10.00
Assessment (for course CS501)	-	-	-	-	-	-	-	\$85.00

<sup>1</sup> For students finishing their work at another seminary and requesting graduation from Central

<sup>2</sup> includes cap and gown rental, tassel, diploma and cover, reception, group photo, senior luncheon, 10 invitations

<sup>3</sup> No charge for current students

### **Withdrawals and Refunds/Adjustments**

The following policies are applicable to students attending classes at Central Baptist Theological Seminary's Wisconsin Centre. The policies govern credits or repayments of unearned tuition, fees, and other institutional charges assessed a student when:

- (a) The student does not register or fails to begin classes for the period of enrollment for which he or she was charged; or
- (b) The student withdraws, drops out, is expelled from the institution, or otherwise fails to complete the program on or after his or her first day of class of the period of enrollment for which he or she was charged.

- 1) Tuition, fees, and other institutional charges paid or to be paid by student assistance programs, such as governmental or private agencies or organization, including employer provided financial assistance, and the institution, as a condition of establishing eligibility for its students to participate in such programs, are subject to the refund policies prescribed by the sponsor of the student assistance.
- 2) Tuition and fees paid or to be paid by the student are subject the following refund policies
  - a. If a student withdraws before the first day of classes or fails to begin classes
    - i. 100 percent refund of all amounts paid by the student minus \$100 administrative fee
  - b. If a student withdraws, drops out, is expelled or otherwise fails to attend class after the class begins but before the completion of 10 percent of the class
    - i. 75 percent refund of all amount paid by the student minus \$100 administrative fee
  - c. If a student withdraws, drops out, is expelled or otherwise fails to attend class after the completion of 10 percent of the class but before the completion of 25 percent of the class
    - i. 25 percent refund of all amount paid by the student minus \$100 administrative fee
  - d. If a student withdraws , drops out, is expelled or otherwise fails to attend class after the completion of 25 percent of the class
    - i. No refund is available
- 3) If the institution discontinues a class during the enrollment period, all tuition and fees paid by the student will be refunded.

The last day of attendance, necessary for calculating refunds, will be determined as follows:

- 1) The date the institution receives the signed drop form for withdrawal from classes
- 2) If the student fails to provide a notice of withdrawal, the institution will use the last day of attendance in class as the official withdrawal date
- 3) The date on the notice of expulsion provided to the student
- 4) Fails to return from an approved Leave of Absence

### **Account Payments**

**All financial obligations must be met before Central Seminary will issue grades, confer degrees, and release transcripts.** Before attending class, students must meet all financial obligations for the past semester(s).

All tuition and fees should be paid in full fourteen days prior to the first day of the semester. Students may make payments in thirds according to the following schedule:

- 1) If all tuition and fees are not paid fourteen days prior to the first day of classes, a minimum one-third payment of tuition and fees will be due fourteen days before classes begin.
- 2) A second one-third payment of tuition and fee will be due thirty days after classes begin.
- 3) The third one-third payment of tuition and fees will be due sixty days after classes begin.

Those who choose to make payments in thirds will be assessed a fee of \$30.00 for each one-third payment. Central Seminary may allow delayed or time payments by advance arrangement with the Business Office.

The Business Office will notify the Registrar of any student who is late with any of the above payments. The Registrar will then notify the student, the faculty advisor, and the Dean. Students will be allowed to remain in class; however, academic credit will not be given for the semester and the student will not be allowed to register for the next semester's classes until the balance is paid in full.

### **Insurance**

Central Seminary recommends that all students and their families have health and accident coverage. Central Seminary requires all international students and their families to have health and accident insurance. For those students who do not have coverage, information about a health insurance plan is available through the Office of Enrollment Services.

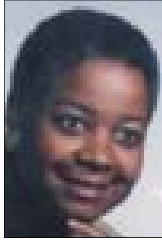
## WISCONSIN ADMINISTRATION & FACULTY



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Administrator – Milwaukee, WI Centre  
Attendant Faculty – Hebrew Bible  
B.A., Sioux Falls College  
M.A., American Baptist Seminary of the West  
Ph.D., University of St. Andrews



**MAXINE ASHLEY**  
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M.Div., American Baptist Seminary of the West  
M.Ed., Acadia University



**TRINETTE MCCRAY**  
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B.S., University of Wisconsin-Oshkosh  
M.R.E., Interdenominational Theological Center  
D.Min., Northern Baptist Theological Seminary



**CARMEN PORCO**  
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B.S., Alderson-Broaddus College  
M.Div., Andover-Newton Theological Seminary



**JOHN JONES IV**  
Assistant Professor, Adjunct – Ethics and Theology  
B.A., Mercer University  
M.Div., Duke University Divinity School  
Ph.D., Marquette University



**DEMETRIUS WILLIAMS**  
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M.T.S., Harvard Divinity School  
M.Div., Harvard Divinity School  
Th.D., Harvard Divinity School



**ARLO REICHTER**  
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M.L.A., University of Southern California  
D.Min., Jesuit School of Theology



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M.Div., North Park Theological Seminary  
D.Min., Chicago Theological Seminary



**ELEANOR CARDENAS**  
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M.Div., Northern Baptist Theological Seminary  
D.Min., Northern Baptist Theological Seminary

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Professor of Theology and Spiritual Formation  
B.A., Oklahoma Baptist University  
M.Div., The Southern Baptist Theological Seminary  
Ph.D., The Southern Baptist Theological Seminary



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Dean of the Seminary  
Professor of Christian Heritage  
B.A., University of Richmond  
M.Div., Southwestern Baptist Theological Seminary  
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Ph.D., Boston University



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M.Div., Interdenominational Theological Center  
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Ph.D., Vanderbilt University



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D.Min., Colgate Rochester Divinity School  
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M.A., Nazarene Theological Seminary  
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 M.Div., Central Baptist Theological Seminary  
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VANCE THOMAS  
 Director of the Library  
 Attendant Faculty  
 B.A., Augustana College (SD)  
 M.A., Lutheran School of Theology  
 M.L.I.S., University of Wisconsin – Milwaukee  
 ABD, Marquette University

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 Connie Mohr – Financial Services Coordinator  
 Robin Sandbothe – Director of Seminary Relations  
 Debra Sermons – Director of Recruitment and Urban Core Initiative Coordinator

**OFFICE DIRECTORY**

To reach Dr. Timothy Ashley, the Institutional Director in Wisconsin Centre at 262-782-3140.

The Shawnee, KS campus number is 913-667-5700. Use the following extensions for information.

Office of the President (ext. 121)  
 Office of the Dean (ext. 107)  
 Enrollment (ext. 107)  
 Academic Information Services (ext. 107)

Office Assistant (ext. 103)  
 Recruitment (ext. 111)  
 Urban Core Initiative Coordinator (ext. 111)  
 Student Registration (ext. 107)



Library (913-422-5789)  
Office of Institutional Advancement (ext. 121)  
Seminary Relations (ext. 108)  
Business Office (ext. 110)  
Facilities/Maintenance (ext. 133)

## ACADEMIC CALENDAR

*NOTE: Dates for dropping and adding classes depend on the type of class. Consult the dropping and adding courses section of the catalog to determine your eligibility for dropping or adding classes. Or contact the Registrar's office.*

2011-2012	
June 1 – July 31	Summer Session
July 29	Syllabi for Fall Term Due to Registrar
August 5	New Student Application for Admission Deadline (Fall semester)
August 20	New Student Workshop
August 22	Fall Semester Begins
September 5	Labor Day – Seminary Closed
October 10-14	Fall Break (8 <sup>th</sup> week)
October 13-14	Seminary Closed (main offices in Shawnee, KS)
November 24-25	Thanksgiving Break Seminary Closed
December 2	Faculty Syllabi for January and Spring Term Due to Registrar
December 2	Financial Aid Application Due (January term and Spring semester)
December 2	New Student Application for Admission Deadline (January term)
December 6-12	Final Exams
Dec. 24-Jan. 1	Christmas Break – Seminary Closed
January 2	Final Grades for Fall Term Due to Registrar
January 2-20	January Session
January 6	New Student Application for Admission Deadline (Spring semester)
January 16	Martin Luther King Day Seminary Closed
January 23	Spring Semester Begins
February 3	Final Grades for January Term Due to Registrar
March 12-16	Spring Break (8 <sup>th</sup> week)
March 15-16	Seminary closed (main offices in Shawnee, KS)
April 6	Good Friday – Seminary Closed
April 16	2010-2011 Registration begins (First week – seniors only)
April 20	Returning Student Financial Aid Application Deadline
April 27	Faculty Syllabi for Summer Term Due to Registrar
May 1	Senior Work to Professors
May 4	New Student Application for Admission Deadline (Summer term)
May 4	New Student Application for Admission Deadline (Summer term)
May 7	Senior Grades to Registrar
May 7-11	Final Exams
May 12	Commencement
May 14	Commencement Holiday - Seminary Closed
May 25	Final Grades for Spring Term Due to Registrar
May 28	Memorial Day Seminary Closed
<b>Notes:</b>	

2012-2013	
May 29-July 27	Summer Session
July 30	Faculty Syllabi for Fall Term Due to Registrar
August 3	New Student Application for Admission Deadline (Fall semester)
August 18	New Student Workshop
August 20	Fall Semester Begins
September 3	Labor Day - Seminary Closed
October 8-12	Fall Break (8 <sup>th</sup> week)
October 11-12	Seminary closed (main offices in Shawnee, KS)
October 10	Last Day to Drop a Class
November 22-23	Thanksgiving Break - Seminary Closed
November 30	Faculty Syllabi for January Term Due to Registrar
November 30	Financial Aid Applications Due (January term and Spring semester)
December 7	New Student Application for Admission Deadline (January term)
December 4-10	Final Exams
Dec. 24-Jan. 1	Christmas Break – Seminary Closed
January 2	Final Grades for Fall Term Due to Registrar
January 4	New Student Application for Admission Deadline (Spring semester)
January 2-25	January Classes
January 21	Martin Luther King Day (Seminary closed)
January 28	Spring Semester Begins
February 8	Final Grades for January Term Due to Registrar
March 18-22	Spring Break (8 <sup>th</sup> week)
March 21-22	Seminary closed (main offices in Shawnee, KS)
April 18	Good Friday - Seminary Closed
April 22	2011-2012 Registration (First week seniors only)
April 26	Returning Student Financial Aid Application Deadline
May 3	New Student Application for Admission Deadline (Summer term)
May 7	Senior Work to Professors
May 14	Senior Grades to Registrar
May 13-17	Final Exams
May 18	Commencement
May 20	Commencement Holiday Seminary Closed
May 27	Memorial Day Seminary Closed
May 31	Final Grades for Spring Term Due to Registrar
<b>Notes:</b>	