



# West Coast Baptist College

## 2020–2021 Catalog

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## FROM THE PRESIDENT

Greetings from West Coast Baptist College! On behalf of our faculty and staff, thank you for considering WCBC.

During this academic school year, WCBC celebrates its 26th year of training laborers for the Lord's harvest. Nearly 3,000 alumni now serve the Lord literally around the world as pastors, missionaries, teachers, and in other ministry-related positions. To God be the glory – WCBC is just as committed to its core mission today as we were in those early, pioneering days.

God has blessed WCBC with a godly, dedicated, experienced faculty with over 1,000 combined years in Christian service and ministry. These men and women are true servant leaders who delight in the cause of training, encouraging, and mentoring WCBC students and alumni. If you have questions as you review this catalog, our team stands ready to assist in any way we can.

At WCBC, we are committed to fundamental Bible doctrines, our Baptist heritage, and personal soulwinning. Here, we value the importance of strong academics integrated with hands-on ministry mentoring in a dynamic local church setting. As a student, you are provided tremendous opportunities to labor alongside seasoned servants of the Lord.

Nearly two thousand years ago, Jesus instructed His disciples to “Lift up your eyes, and look on the field; for they are white already to harvest” (John 4:35). In our day, the harvest has never been more plentiful or the fields more in need of trained laborers.

If your desire is to serve the Lord, then we invite you to join us here in Southern California's high desert as we continue to train laborers for the harvest. We exist to develop leaders with a heart for God who are committed to the Word, compassionate toward the lost, and compelled to change this world for Christ. It would be our privilege to have you join us in this endeavor!

Sincerely,

Dr. Paul Chappell  
President & CEO



## FROM THE EXECUTIVE VICE-PRESIDENT

West Coast Baptist College was started in 1995 for the purpose of training laborers for the Lord's harvest. More than twenty-five years later, we are more passionate than ever about that mission. Nearly 3,000 graduates now circle the globe, but the need is still obvious as the fields continue to be white unto harvest. With radical ideology on one hand and religious apathy on the other, it is time for this generation of Christian young people to step up to the plate and make a difference for Jesus Christ in this world.

Training is absolutely essential for that to happen. The Bible exhorts us to study so that we can rightly divide the word of truth and give answers to those in spiritual darkness. In your four years here at West Coast, you will receive outstanding academic instruction in the classroom by a committed faculty in the environment of a growing and vibrant local New Testament church. Through the myriads of ministries of Lancaster Baptist Church, you will gain hands on experience in what you are learning in the classroom and be ready upon graduation to fulfill God's purpose for your life.

As you look through the pages of this catalog, I hope you will look beyond them to the fields of the world. God can and will use a surrendered life. Will you invest your life in a cause bigger than yourself? Will you yield to God's plan? Will you make a difference for eternity? One day you will stand before the One who died for you. He will not ask you, "What will you do with your life?" It will be too late to answer that question. You must give Him an answer now. I'm praying you will decide to prepare for a lifetime of ministry here at West Coast Baptist College. I'm confident you will never regret that decision in eternity.

Sincerely,

A handwritten signature in black ink, appearing to read "John Goetsch". The signature is fluid and cursive, with a large loop at the end.

Dr. John Goetsch  
Executive Vice-President, COO

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# GENERAL INFORMATION

## CALENDAR OF EVENTS 2020–2021

### Fall Semester—2020

Ladies Conference	August 17–18
Fall Online Term A Begins	August 24
Dorms Open	August 31
WAE Week	August 31–September 5
Classes Begin	September 3
2019–2020 Commencement Ceremony	September 5
Labor Day	September 7
Job Fair	September 10
Fall Online Term A Ends	October 11
Columbus Day	October 12
Midterm Exams	October 12–16
Fall Online Term B Begins	October 19
World Impact Conference	October 24–25
West Coast Up Close	November 4–6
Veteran's Day	November 11
Senior Interview Days	November 12–13
Thanksgiving Break	November 25–27
Thanksgiving Day	November 26
Fall Online Term B Ends	December 6
Final Exams	December 9–15
Christmas Banquet	December 10
Semester Ends	December 15 (Noon)

### Spring Semester—2021

January Online Term Begins	December 28
January Online Term Ends	January 16
Dorms Open	January 21 (3 pm)
Orientation and Registration	January 22
Winter Revival	January 24–27
Spring Online Term A Begins	January 25
Classes Begin	January 25
Winter Classic Tip-off Tournament	February 2–5
President's Day	February 15
Spring Banquet	February 25
Midterm Exams	March 4–10
Spring Online Term A Ends	March 13
Spring Online Term B Begins	March 15
Youth Conference	April 14–16
Fine Arts Competition	April 22–23
Final Exams	April 26–30
Graduation Events	April 30–May 3
Spring Online Term B Ends	May 1
Graduation	May 3
Summer Break	May 4



**Summer Online Term—2021**

Term Begins

May 31

Term Ends

July 18

**MISSION STATEMENT*****TRAINING LABORERS FOR HIS HARVEST***

West Coast Baptist College is committed to developing leaders with a heart for God who are committed to the Word, compassionate toward the lost, and compelled to change communities for Christ in the twenty-first century.

The mission of West Coast Baptist College is to provide a balanced Christian education, which will fully equip born-again people with Bible doctrine that is distinctively Baptist, and also to provide practical hands-on training through the local church, which will prepare each individual to effectively reach and impact the world with the Gospel of Jesus Christ.

**INSTITUTIONAL LEARNING OUTCOMES**

West Coast Baptist College exists to develop the head, the heart, and the hands for ministry. As such, the Institutional Learning Outcomes are the following:

**Intellectual—The Head (Thinking)**

1. Demonstrate comprehension in major areas of Bible knowledge and doctrine
2. Apply knowledge in practical and relevant ways to their chosen field

**Spiritual—The Heart (Being)**

3. Effectively communicate the gospel to unbelievers
4. Regularly practice authentic spiritual disciplines

**Ministerial—The Hands (Doing)**

5. Effectively serve in ministry through the local church
6. Engage in service to the community in response to the Great Commission

**PHILOSOPHY OF EDUCATION**

A Christian philosophy of education is centered on the belief that God's truth has been revealed through creation and the Bible. Such a philosophy stands in stark contrast to the commonly-accepted secular philosophy of education with its humanistic roots.

Based on 2 Timothy 3:16-17, all curriculum content and instructional methods are to be chosen in line with purposes and objectives taught within the Scriptures. *"All Scripture is given by inspiration of God, and is profitable for doctrine, for reproof, for correction, for instruction in righteousness: that the man of God may be perfect, thoroughly furnished unto all good works."*—2 Timothy 3:16-17

This Christian philosophy of education includes the following characteristics:

Content should be centered on the scriptural truth of Philippians 4:8—*Finally, brethren, whatsoever things are true, whatsoever things are honest, whatsoever things are just, whatsoever things are pure, whatsoever things are lovely, whatsoever things are of good report; if there be any virtue, and if there be any praise, think on these things.*

Methodology should be teacher-centered wherein the instructor imparts knowledge and the students learn that knowledge through a variety of learning methods. Such methods should be spiritual, varied, graded, unified, integrated, comprehensive, flexible, personal, social, and biblical. Deuteronomy 6:7—*And thou shalt teach them diligently unto thy children, and shalt talk of them when thou sittest in thine house, and when thou walkest by the way, and when thou liest down, and when thou risest up.*

The instructor at West Coast Baptist College is a role model with biblical thinking and reasoning; he/she is considered an authority with extensive knowledge of Scripture and subject matter. The goal of instruction is to impart biblical knowledge while living a life of consecration and service to the Lord.

Education at West Coast Baptist College promotes spiritual, intellectual, and ministerial development which produces competent and confident adults who become useful Christian servants. Every subject is taught from a biblical perspective with caution to follow the challenges of Colossians 2:8—*Beware lest any man spoil you through philosophy and vain deceit, after the tradition of men, after the rudiments of the world, and not after Christ.*

## HISTORY

The history of West Coast Baptist College began in July of 1986 when our pastor, Paul Chappell, came to the Antelope Valley in the Mojave Desert of Southern California. He was driven by a passion for lost souls and a vision of what God would do in Lancaster. The church began to grow through an aggressive soulwinning program with new converts being grounded with the Bible-centered preaching of Pastor Chappell.

In the spring of 1988, the church raised an initial \$50,000 in a “Giving by Faith” banquet. This money provided the exact amount needed for the down payment on its first 20 acres of property located on the east side of town.

The church and its ministries continued to expand, adding a bus ministry, several adult Bible classes, a radio ministry, a Spanish ministry, a Christian school, and a Bible institute. In December of 1993, the church moved to a new twenty-one acre site.

Today, the church owns ninety-three acres of property which have been master-planned for the church and college ministry.

Dr. Chappell had a great vision for the future work of Christ. Included in this vision was to one day start a Bible college to provide a place for the church's people to receive a Bible college education and to go forth into God's harvest field while there was still time to serve Christ. West Coast Baptist College opened its doors in September of 1995 to an energetic student body desiring to fulfill God's leading in their lives. Now, after twenty-five years, nearly three thousand graduates circle the globe with hundreds of others training for ministry.

## LOCATION AND IDENTITY

West Coast Baptist College is located on the beautiful ninety-three acre site of Lancaster Baptist Church. The college is under the spiritual authority and guidance of Lancaster Baptist Church.

The college facility is in the Antelope Valley, which is part of the high desert region of the Mojave Desert, located seventy miles north of Los Angeles. It is are part of a growing desert community of nearly 500,000 residents and is within 20 miles of Edwards Air Force Base.

Our present facilities include a church auditorium with seating for 1,806, which is used for college chapels; the West Wing with 8 classrooms and seating for over 350 students; the North Auditorium with seating for 700; the Revels classroom building with over 20 state-of-the-art classrooms, computer, science, home economics, and piano labs, as well as a bookstore and coffee shop; an elementary and high school facility; a Student Life Center with a full-sized gymnasium and dining hall; an athletic field for baseball and football; two sand volleyball courts; a miniature golf course; twelve dormitories; a library building; a welcome center; and the Walther Center, a student athletic facility.

WCBC is dedicated to providing comfortable dorms, adequate classroom space, and the amenities that make college life profitable and enjoyable.

## VALUES

God's purpose for every born-again Christian is to bring honor and glory to Jesus Christ with their life. *"Thou art worthy, O Lord, to receive glory and honour and power: for thou hast created all things, and for thy pleasure they are and were created"*—Revelation 4:11. Thus, West Coast Baptist College is dedicated to creating a campus atmosphere that in every way pleases the Lord.

Our curriculum is structured to give the student a balanced education with a concentration on Bible doctrine and our Baptist distinctives. Instructors challenge the students to think through the principles of God's Word so that they are ready to give an answer on the issues of the day. While having a head knowledge of the Bible is a great start, it is imperative that each student apply that truth to their own character and convictions. West Coast Baptist College students are challenged to not only know the truth, but to live that truth in every area of their lives.

Each activity and event at the college is designed to create an atmosphere for spiritual growth. The rules of the college not only protect the student from evil,

but guide them to a spiritual maturity that allows them to be a vessel that God can use. Living godly is a pattern that is developed not only during ministry times, but in every aspect of college life. Spiritual decisions can be made on a ball field as well as at the altar following a chapel message.

Our approach in teaching is coupled with the dynamic of the local church which provides not only the model for twenty-first century ministry, but also provides ministry opportunities on an everyday basis, which allow for encouragement through mentoring and a chance to learn the ministry by actually doing it. Throughout their college career, students not only see but become personally involved in every aspect of the Great Commission. Thus, when students graduate they are not testing these Bible principles of ministry for the first time, but have been able to prove them personally in hands-on ministry.

The Lord Jesus Christ declared that the fields are white unto harvest and petitions us to pray for laborers. It is the privilege of West Coast Baptist College to partner with parents and pastors from around the world in preparing young people to go out to the ends of the world and win souls, baptize the converts, and disciple believers. With proper biblical training and the power of God upon their lives, West Coast graduates will make an impact on the world for Christ.

### **DISTINCTIVES**

Dr. Chappell and the Lancaster Baptist Church have not only exemplified a love for our country, but also have established one of the leading churches in the nation with regard to worldwide missions program. Dr. Chappell is highly respected across the nation by his peers and associates as a man of insight and godly wisdom and as a man with God's hand upon his life in a unique way.

Lancaster Baptist is a spiritually dynamic church. As a result, there are many opportunities for practical ministry experience for those students attending West Coast Baptist College. The following statements will further identify the distinctiveness of Lancaster Baptist Church.

1. Lancaster Baptist Church is a non-charismatic church. It is a Baptist church that believes in submitting to the Bible's authority in all matters of faith and practice.
2. Lancaster Baptist Church uses only the King James Version in its English-speaking services.
3. Lancaster Baptist Church believes in the importance of preaching as well as teaching from the Word of God.
4. Lancaster Baptist Church is opposed to the Ecumenical Movement and believes that the many inter-denominational meetings are compromising doctrine for the sake of "unity."
5. Lancaster Baptist Church believes in and practices personal soulwinning.

## Education

Lancaster Baptist Church and West Coast Baptist College believe the purpose of Christian Education is “to develop the mind of Christ.” We stand in opposition to atheism and secular humanism which have invaded the educational systems of America as a whole. We believe, according to Romans 1, it is a sin to serve and worship the creation more than the Creator. We believe the foolishness of God is wiser than men (1 Corinthians 1:25). We further believe the natural man cannot receive the things of the Spirit of God (1 Corinthians 2:14). Therefore, our goal in Christian Education is to develop the hearts and minds of born-again Christians both academically and spiritually.

## Administration

As an integrated, auxiliary ministry of Lancaster Baptist Church, the West Coast Baptist College will be held directly accountable to the pastor and the membership of the church. The staff of Lancaster Baptist Church will be intricately involved in the daily affairs of the student body. The college vice presidents, administrators, faculty, and staff are all faithful members of Lancaster Baptist Church.

Although the West Coast Baptist College is not in subjection to a board of pastors outside the Lancaster Baptist Church, it is our intent to participate in a spirit of teamwork with other independent Baptist pastors for the purpose of developing the overall program of this ministry.

## Philosophy

### Concerning Christian Living

The following is a list of some of the distinctive philosophies which are emphasized at West Coast Baptist College:

1. Students at West Coast Baptist College will be taught that the Christian life is a holy life.
2. Students will be taught the necessity of being separated unto the Lord and thus away from the world.
3. Students will be taught the importance of accountability to authority. Each student will also be taught that once he is in the ministry, every pastor and full-time worker should be accountable to the Word of God, to the Lord, and to a few of his peers who will help him and admonish him in his walk.
4. Students will learn the meaning of the words of our Lord, “My yoke is easy and my burden is light.” They will be taught the joy of serving the Lord Jesus Christ and the importance of being faithful to the Lord until the end of this life, whether by death or by the rapture.

### **Concerning Christian Priorities**

The following priorities will be taught in the order listed:

1. Our relationship with our Lord
2. Our relationship with our spouse
3. Our relationship with our children
4. Our relationship to the ministry

### **Concerning Christian Stewardship**

Our students will be taught that they are to be stewards of their time, talents, and treasures. Therefore, classes are offered at West Coast Baptist College in the realm of personal finance and time management. Faculty and staff members are available to give individual counsel to students in managing their resources properly.

### **Concerning Godly Counsel**

All students will be taught that the main counsel for a Christian must come from the Word of God. Furthermore, students will be taught that Jesus Christ promised the person of the Holy Spirit to every believer to guide us into truth. Finally, students will be taught that they should seek counsel from their pastor, parents, and other godly Christians when making important decisions.

### **Concerning Church Growth**

We will not teach the pragmatic ways of compromising biblical doctrine for the sake of church growth. We will teach that there is no substitute for the preaching of the Word of God and personal soulwinning. Our students will be taught how to organize an effective Sunday school and soulwinning program, and they will be taught that all things should be done decently and in order. Furthermore, our students will be instructed in the ways of developing first-class materials and facilities for the purpose of being a good representation of the Lord Jesus Christ.

### **Concerning Missions**

Students will be taught that it is God's will for local churches to support missionaries, both home and abroad, with a substantial percentage of the annual income of the church's offerings. Students will be taught that missionaries are to be esteemed as heroes of the faith. Students will be taught that biblical qualifications and guidelines, such as those found in 1 Timothy 3 and Titus 1, are essential for all those in Christian ministry.

### **Concerning Music**

Students at West Coast Baptist College will be taught the importance of appreciating and growing spiritually through the means of godly music. Students will also be taught that worldly music and Christian rock music are destructive to their maturing as a Christian.

West Coast Baptist College believes in the importance of following the scriptural admonitions regarding music found in Ephesians 5; therefore, our concentration revolves around psalms, hymns, and spiritual songs.

The 250-voice choir of Lancaster Baptist Church, as well as all musical groups and instrumentalists, adhere to conservative music standards, emphasizing a distinct melody and godly music theory. Students will not, however, be taught to have a judgmental spirit of other ministries with slight variations in music style from that which is taught at West Coast Baptist College. They will be taught that a critical and judgmental spirit is as grievous to the Lord as perhaps an unintentional variation in music style by a like-minded fundamental church.

### **Concerning Fundamentalism**

Students at West Coast Baptist College will be taught that, historically, fundamentalism is a doctrinal position based upon the Word of God. They will also be taught that historic fundamental Christians have practiced separation from churches and groups with unorthodox doctrine and worldly lifestyles. They will be taught that fundamentalism is not dependent upon any person other than the Lord Jesus Christ or upon any institution or movement.

### **Concerning Our Ministry**

The following is a list of qualities which exemplify West Coast Baptist College's and Lancaster Baptist Church's priorities in ministry:

1. We are located in an urban area where extensive and various types of outreach opportunities are available.
2. The teaching staff is involved with daily ministry in the church which keeps them practical in their application.
3. We are a ministry of a church which has an aggressive outreach program balanced with discipleship.
4. We are part of a church that provides an exciting atmosphere with a warm, loving, and friendly church family.
5. On-campus students who are not from Baptist churches must attend Lancaster Baptist Church while attending WCBC.
6. On-campus students may request to return to their home churches on weekends and are required to meet specific Christian service requirements in their home churches. (This is limited to churches in the Southern California area.)

### **Concerning a Student's Home Church and Pastor**

West Coast Baptist College recognizes the labor of love which each home church and pastor have displayed toward any student recommended to West Coast Baptist College. Therefore, we will promote loyalty to the home church and pastor at all times. A student who withdraws from college will be encouraged to return to his home church, unless he is gainfully employed and is planning to return to school the very next semester under the counsel of his home pastor. Furthermore, students will be encouraged to spend their summer either at home working or in summer ministries as their parents and pastor direct.

### **Relationship to the Parents of Students**

West Coast Baptist College recognizes the privilege of continuing the education of students and individuals who have been raised in godly homes. It is the goal of West Coast Baptist College to support the counsel of godly parents in the lives of their children. It is the student's responsibility to stay accountable to his parents regarding his spiritual, academic, and financial status as a student. West Coast Baptist College will contact parents in the event of any physical or spiritual problem in the life of their child.

## **CODE OF ETHICAL VALUES**

The ethical values of West Coast Baptist College have their origin in God Himself as found in His written Word, the Bible. <sup>1</sup> John 4:19 states that *"We love him, because he first loved us."* Thus, the love of Christ constrains us to love Him and serve Him. When Jesus was asked about the greatest commandment in the law, He responded with, *"Thou shalt love the Lord thy God with all thy heart, and with all thy soul, and with all thy mind...and the second is like unto it, Thou shalt love thy neighbor as thyself"*—Matthew 22:37, 39. All of our institutional standards for character, appearance, and conduct point back to this instruction by Christ. The apostle Paul added, "Whether therefore ye eat, or drink, or whatsoever ye do, do all to the glory of God."

Administration, faculty, staff, and students are all expected to be fully engaged in the ministry of the local church either in Lancaster or an extension ministry of like faith and practice. Attendance in services, ministry involvement, and weekly soulwinning are all a regular and integral demonstration of their love for God and man. Weekly, accountability forms are turned in and reviewed to ensure that students are doers of the Word and not hearers only" (James 1:22).

Faculty and staff expectations are spelled out in the College Policies as issued by Lancaster Baptist Church and West Coast Baptist College. Students are given a Student Handbook at the beginning of each semester and are required to sign a form indicating they are in agreement with the standards and policies contained therein. Both of these documents are reviewed annually by the administration and are approved by the governing board of directors.

## **DOCTRINAL STATEMENT**

### **The Bible**

We believe the Bible to be the revealed Word of God, fully and verbally inspired of God. We believe the Scriptures to be the inerrant, infallible Word of God, as found within the 66 books from Genesis to Revelation. We believe that God not only inspired every word, but that He has preserved them through the ages. We believe that the King James Version is the preserved Word of God for the English-speaking people and is the only acceptable translation to be used in this church. (Psalm 12:6-7; 2 Timothy 3:15-17; 1 Peter 1:23-25; 2 Peter 1:19-21)



## **God**

We believe in one God Who is eternal, self-existent, infinite, and immutable. We believe He has one nature, one essence, and one substance yet manifests Himself to man in three Persons: the Father, the Son, and the Holy Spirit. (Deuteronomy 6:4; 1 Timothy 1:17; James 1:17; 1 John 4:4)

## **Jesus Christ**

We believe Jesus Christ to be the one and only Saviour of mankind. We believe Jesus Christ to be eternally God and to possess all the attributes of Deity. We believe that the Lord Jesus Christ was virgin-born, that He was God incarnate, and that the purposes of the incarnation were to reveal God, to redeem men, and to rule over God's kingdom. We believe Jesus Christ never relinquished any attributes of His Deity, but merely veiled them. We believe He lived a perfect, sinless life, at the end of which He was offered for all mankind as a substitutionary sacrifice for man's sin. This sacrifice was a just payment to God for the forgiveness of sin. It was activated by His death through the shedding of His blood on the cross and was accepted by God upon His resurrection. We believe He ascended into Heaven after His resurrection to be seated at the right hand of the Father and is now waiting for the time of receiving His church at the rapture, which is followed by His return seven years later to earth to rule and reign as King for 1,000 years. (Psalm 2:7-9; Isaiah 7:14, 9:6, 43:11; Micah 5:2; Matthew 1:25; Luke 1:26-35; John 1:1, 1:3, 14, 18, 29; Romans 3:19-25; Romans 5:6-15; Philippians 2:5-11; 1 Thessalonians 4:13-18; 1 Timothy 2:5; 1 Timothy 3:16; Titus 2:10-15; Hebrews 7:26, 9:24-28; 1 Peter 1:19, 2:2; 1 John 1:3; Revelation 20:1-6)

## **The Holy Spirit**

We believe the Holy Spirit of God is a person who has a personality and all the attributes of Deity. We believe the Holy Spirit has always been involved in the affairs of mankind; however, we believe He has a special ministry that began at Pentecost and will continue until the rapture. This ministry includes reproofing the world of sin, righteousness, and judgment. The Holy Spirit was also sent to regenerate, sanctify, seal, and fill all who have placed their faith in Jesus Christ. (Genesis 1:2; John 3:5-6; John 14:16; Acts 1:5; Acts 11:15; 1 Corinthians 3:16; 1 Corinthians 6:19-20; 1 Corinthians 12:13)

## **Sin and Salvation**

We believe all men were born with an inherited sin nature received from our common ancestor, Adam. We believe that because of his nature, man is a sinner by choice, and he is totally incapable of reforming himself or ceasing from his sin by his own power. We believe the only hope of deliverance for man is a total change of mind concerning his sinful condition and inability to change it, and a turning to Jesus Christ as the only Saviour. We believe that only through the substitutionary sacrifice of Christ on the cross can a man be delivered from his sin. We believe that all those who reject Jesus Christ as their Saviour are

already condemned to an eternity in the lake of fire. (Genesis 5:1-5; Acts 4:19; Acts 16:31; Romans 3:10-23; Romans 5:6-12; Romans 6:23; Romans 10:9-10; Ephesians 2:8-9; Titus 3:5-6; Revelation 20:11-14)

### **The New Testament Church**

We believe that the church began with the calling out of the twelve apostles by Jesus Christ and was empowered on the day of Pentecost. We believe the local church is composed of members who have been saved and baptized according to the command of Christ, and have voluntarily united together for the purposes of worship, fellowship, service, and observance of the ordinances of baptism and communion. We believe all true believers will be taken up at the rapture, just prior to the tribulation. (Matthew 16:16-18; Acts 1:15; Acts 2:41-43; Acts 11:15; Acts 20:28; 1 Corinthians 15: 51-58; Ephesians 1:12-14; Ephesians 5:25-30; 1 Thessalonians 4:13-18; 1 Timothy 3:4-15)

### **The Last Days**

We believe in the literal interpretation of the Scriptures in their grammatical and historical context. We believe in the pre-tribulational rapture of the church saints, followed by the seven-year tribulation. We believe in the pre-millennial return of Christ to the earth and His literal rule of 1,000 years. Following this one-thousand-year reign is the Great White Throne judgment and then the new heaven and new earth. (1 Corinthians 15:51-58; 1 Thessalonians 4:13-18; 1 Thessalonians 5:1-9; Revelation 19-22)

### **Separation**

We believe that all the saved should live in such a manner as not to bring reproach upon their Saviour and Lord. God commands His people to separate from all religious apostasy, all worldly and sinful pleasures, practices, and associations; and to refrain from all immodest and immoderate appearances, piercings, and bodily markings. (Romans 12:1-2; 14:13; 2 Corinthians 6:14-7:1; 2 Timothy 3:1-5; 1 John 2:15-17; 2 John 9-11; Leviticus 19:28; 1 Corinthians 6:19-20)

### **Creation**

We believe that God created the universe in six literal, 24-hour periods. We reject evolution, the gap theory, the day-age theory, theistic evolution, and intelligent design not attributed to God as unscriptural theories of origin. (Genesis 1-2; Exodus 20:11)

### **Civil Government**

We believe that God has ordained and created all authority consisting of three basic institutions: 1) the home, 2) the church, and 3) the state. Every person is subject to these authorities, but all (including the authorities themselves) are answerable to God and governed by His Word. God has given each institution specific Biblical responsibilities and balanced these responsibilities with the

understanding that no institution has the right to infringe upon the other. The home, the church, and the state are equal and sovereign in their respective Biblically-assigned spheres of responsibility under God. (Romans 13:1-7; Ephesians 5:22-24; Hebrews 13:17; 1 Peter 2:13-14)

### **Human Sexuality**

We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman. We believe that any form (of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography) is a sinful perversion of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. (Genesis 2:24, 19:5, 13, 26:8-9; Leviticus 18:1-30; Romans 1: 26-29; 1 Corinthians 5:1; 6:9; 1 Thessalonians 4:1-8; Hebrews 13:4)

We believe that the only legitimate marriage is the joining of one man and one woman. (Genesis 2:24; Romans 7:2; 1 Corinthians 7:10; Ephesians 5:22-23)

### **Family Relationships**

We believe that men and women are spiritually equal in position before God but that God has ordained distinct and separate spiritual functions for men and women in the home and in the church. The husband is to be the leader of the home, and men are to be the leaders (pastors and deacons) of the church. Accordingly, only men are eligible for licensure and ordination by the church. (Galatians 3:28; Colossians 3:18; 1 Timothy 2:8-15; 3:4-5, 12)

We believe that God has ordained the family as the foundational institution of human society. The husband is to love his wife as Christ loves the church. The wife is to submit herself to the Scriptural leadership of her husband as the church submits to the headship of Christ. Children are an heritage from the Lord. Parents are responsible for teaching their children spiritual and moral values and leading them, through consistent lifestyle example and appropriate discipline, including Scriptural corporal correction. (Genes 1:26-28; Exodus 20:12; Deuteronomy 6:4-9; Psalm 127:3-5; Proverbs 19:18; 22:15; 23:13-14; Mark 10:6-12; 1 Corinthians 7:1-16; Ephesians 5:21-33; 6:1-4, Colossians 3:18-21; Hebrews 13:4; 1 Peter 3:1-7)

### **Divorce and Remarriage**

We believe that God disapproves of and forbids divorce and intends marriage to last until one of the spouses dies. Although divorced and remarried persons or divorced persons may hold positions of service in the church and be greatly used of God for Christian service, they may not be considered for the offices of pastor or deacon or those administrative positions within the church that would consist of pastoral duties. (Malachi 2:14-17; Matthew 19:3-12; Romans 7:1-3; 1 Timothy 3:2, 12; Titus 1:6)

## **Abortion**

We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. Abortion is murder. We reject any teaching that abortions of pregnancies due to rape, incest, birth defects, gender selection, birth or population control, or the physical or mental well being of the mother are acceptable. (Job 3:16; Psalm 51:5; 139:14-16; Isaiah 44:24; 49:1, 5; Jeremiah 1:5; 20:15-18; Luke 1:44)

## **Love**

We believe that we should demonstrate love for others, not only toward fellow believers, but also toward both those who are not believers and those who oppose us. We are to deal with those who oppose us graciously, gently, patiently, and humbly. God forbids the stirring up of strife, the taking of revenge, or the threat or the use of violence as a means of resolving personal conflict or obtaining personal justice. Although God commands us to abhor sinful actions, we are to love and pray for any person who engages in such sinful actions. (Leviticus 19:18; Matthew 5:44-48; Luke 6:31; John 13:34-35; Romans 12:9-10; 17-21; 13:8-10; Philippians 2:2-4; 2 Timothy 2:24-26; Titus 3:2; 1 John 3:17-18)

## **Lawsuits between Believers**

We believe that Christians are prohibited from bringing civil lawsuits against other Christians or the church to resolve personal disputes. We believe the church possesses all the resources necessary to resolve personal disputes between members. We do believe, however, that a Christian may seek compensation for injuries from another Christian's insurance company as long as the claim is pursued without malice or slander. (1 Corinthians 6:1-8; Ephesians 4:31-32)

## **Missions**

We believe that God has given the church a great commission to proclaim the Gospel to all nations so that there might be a great multitude from every nation, tribe, ethnic group, and language group who believe on the Lord Jesus Christ. As ambassadors of Christ we must use all available means to go to the foreign nations and not wait for them to come to us. (Matthew 28:19-20; Mark 16:15; Luke 24:46-48; John 20:21; Acts 1:8; 2 Corinthians 5:20)

## **Giving**

We believe that every Christian, as a steward of that portion of God's wealth entrusted to him, is obligated to support his local church financially. We believe that God has established the tithe as a basis for giving, but that every Christian should also give other offerings sacrificially and cheerfully to the support of the church, the relief of those in need, and the spread of the Gospel. We believe that a Christian relinquishes all rights to direct the use of the tithe or offering once the gift has been made. (Genesis 14:20; Proverbs 3:9-10; Acts 4:34-37; 1 Corinthians 16:2; 2 Corinthians 9:6-7; Galatians 6:6; Ephesians 4:28; 1 Timothy 5:17-18; 1 John 3:17)

## Euthanasia

We believe that the direct taking of an innocent human life is a moral evil, regardless of the intention. Life is a gift of God and must be respected from conception until natural death. Thus we believe that an act or omission which, of itself or by intention, causes death in order to eliminate suffering constitutes a murder contrary to the will of God. Discontinuing medical procedures that are extraordinary or disproportionate to the expected outcome can be a legitimate refusal of over-zealous treatment. (Exodus 20:13, 23:7; Matthew 5:21; Acts 17:28)

## FOUNDATIONAL PILLARS

A college is a place for learning. We have done our best to develop strong academic standards, but we are convinced that without a Bible-based philosophy of education, academics alone will never bring revival to our land. Below are the values and principles that are emphasized here for the purpose of glorifying God.

### Pillar One: Uplift Sound Doctrine

True doctrine is essential to the faith, and it is the glue that binds a church together. Not only that, but teaching and preaching it is one of the primary responsibilities of a pastor. Titus 2:1 instructs, *“Speak thou the things which become sound doctrine.”* 2 Timothy 4:2 charges, *“Preach the word; be instant in season, out of season; reprove, rebuke, exhort with all long suffering and doctrine.”*

Because our culture is so adverse to sound doctrine (2 Timothy 4:3), this pillar will never be erected unless it is done on purpose. Any pastor can preach his opinion or teach popular psychology with verses attached to it, but a spiritual leader will thoroughly and systematically both study and teach solid doctrine.

### Pillar Two: Emphasize Servant Leadership

Like Jesus’ disciples, we are quick to slip into worldly philosophies of leadership. We want to be recognized, respected, honored, and allowed exceptions. Because of our strong core of inner pride, we easily emulate the carnal leadership tendencies of others. (Even godly Christians have some carnal tendencies!)

A pastor is to be an overseer, but he should also follow the example of Christ by humbling himself to touch the lives of people. We can only develop servant leaders in the church as we choose to take up a towel and serve (John 13:14).

### Pillar Three: Model Christian Teamwork

The church is a team, and Christians are the players. In God’s design, we will commit to a common focus and coordinated efforts *“striving together for the faith of the gospel”*—Philippians 1:27.

### Pillar Four: Strive for Biblical Balance

If we are to avoid the tragedies of imbalanced lives or ministry, it will only be by God’s grace and with commitment to centering our focus on Christ.

Aside from the common dangers of temptation, a spiritual leader must beware of becoming issue-orientated—focusing his ministry on any topic or issue that is only a part of the message he preaches. We must all remember that our main purpose is to preach Christ and Him crucified (1 Corinthians 1:23)!

Jesus Christ must be at the center of all Christian ministry. He is to have, not just prominence, but preeminence (Colossians 1:18).

### **Pillar Five: Maintain Approachability**

The qualifications for pastoral ministry specify that the man must not be “*selfwilled, not soon angry, not given to wine, no striker, not given to filthy lucre*” (Titus 1:7). Self-willed, angry leaders are unapproachable.

While developing young Christians in a post-Christian culture, it is vital that we maintain the approachability of Christ. Our spirit should communicate openness, warmth, and a heart for others. Those in our ministry should sense that we welcome their questions and input, rather than that we simply tolerate them as an inconvenience or a challenge to our leadership.

### **Pillar Six: Model Soulwinning and Discipleship**

People do what people see. Thus, we cannot effectively carry out the Great Commission without personal and passionate involvement in it. Jesus commanded us, “*Go ye therefore, and teach all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Ghost: Teaching them to observe all things whatsoever I have commanded you: and, lo, I am with you always, even unto the end of the world. Amen*”—Matthew 28:19–20.

If we desire to bear fruit that remains for Christ, we must model the compassion and faithful tenacity to go after the lost. Reaching people with the gospel and discipling them in the faith should be taught, but it is only caught when it is modeled.

### **Pillar Seven: Cultivate Hearts for God**

One of the greatest mistakes we make as leaders is believing that outward conformity leads to a spiritual heart. Sometimes we even deceive ourselves into thinking that our own standards are a measure of godliness.

Only the Holy Spirit of God can create a hunger for God and a tender responsiveness to the Word of God. We must fully yield our own hearts to the Holy Spirit and work to create an atmosphere that encourages heart-level growth.

### **Pillar Eight: Model Christian Living**

Paul’s life was so consistent with his message that he was able to instruct young Christians, “*Those things, which ye have both learned, and received, and heard, and seen in me, do*”—Philippians 4:9.

As spiritual leaders, we must practice what we preach. Consistency in our lives gives us the ability to mentor young Christians in Christian living.

### **Pillar Nine: Lovingly Lead Our Families**

Christian families should be healthy and spiritually vibrant. For this to happen, spiritual leaders must see their own families as a major life priority and invest significant time in strengthening their families. A spiritual leader must love his wife and work to build his marriage (Ephesians 5:25). He must teach and nurture his children, gaining their confidence and directing their hearts toward the Lord (Ephesians 6:4). God created marriage to be between one man and one woman (Hebrews 13:4, Matthew 19:3-12); marriage is a picture of the relationship of Christ with His church (Ephesians 5:22-33).

The spiritual leader's family is so important that it is included in the qualifications for the pastorate (1 Timothy 3:4-5). It's all too easy for a spiritual leader to neglect his family in pursuit of "God's work." Truly, leading and loving his family is God's work.

### **Pillar Ten: Walk in the Spirit**

This pillar of spiritual leadership is truly foundational. No lasting work for God will take place without the work of the Spirit of God.

No wonder we are commanded to "walk in the Spirit" (Galatians 5:16). We will only find true success in the power and leadership of the Holy Spirit. May we consistently die to self and yield to the Holy Spirit that we might unleash the power of God in our lives and ministries!

This list is not intended to be exhaustive, but we do believe it shares the heart and core values of the ministry at West Coast Baptist College. This is a local church Bible college. It is a place where students learn the truths of God's eternal Word and then experience those truths in the local body of one of America's dynamic, soulwinning churches.

## **TRACS ACCREDITATION**

West Coast Baptist College is a member of the Transnational Association of Christian Colleges and Schools (TRACS) [15935 Forest Road, Forest, VA 24551; Telephone: 434.525.9539; e-mail: info@tracs.org] having been awarded Accredited status as a Category III institution by the TRACS Accreditation Commission on April 16, 2019. This status is effective for a period of five years. TRACS is recognized by the United States Department of Education, the Council for Higher Education Accreditation and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).





# STUDENT INFORMATION

## GENERAL GUIDELINES

The purpose of West Coast Baptist College is to glorify God by providing not only an educational environment but also a spiritual environment for developing servant-leaders in the twenty-first century. Therefore, while a student is enrolled at West Coast Baptist College, he is required to maintain strong separation from worldliness. Every student must realize that he is a personal representative of the Lord Jesus Christ, Lancaster Baptist Church, and West Coast Baptist College. Our mission is to teach and to train students to live by the principles of God's Word and to serve in local churches.

West Coast Baptist College, as a Christian institution, expects that its students shall not only live lives that are above reproach, but that they shall also exemplify Christian unselfishness and kindness in dealings with faculty and fellow students. Attendance at West Coast Baptist College is a privilege and not a right. If, on the basis of the college's judgment, a student's spiritual response, character, or conduct is considered to be sub-Christian or sufficiently spiritually deficient as to make him unworthy of the privilege of holding a degree from this Christian college, the college retains the right to deny that student further enrollment or to deny him his degree. It is imperative that all conduct be appropriate and above reproach for Christian ladies and gentlemen. It is the desire of West Coast Baptist College to lead students to strike a biblical balance in their lives by instilling honesty, obedience, respect for others, loyalty, and integrity. West Coast Baptist College stands firmly on biblical, personal holiness. We recognize the need to rekindle the fire and zeal in each life. Each student is personally responsible for his walk with God. The policies and standards of conduct at West Coast Baptist College are designed to direct students to God's best for their lives. Our standards and rules are not an end to themselves but are another means of fulfilling the purpose of glorifying the Lord Jesus Christ.

## STUDENT LIFE

For the student at West Coast, the college experience depends upon the spiritual condition of the heart. *"But seek ye first the kingdom of God, and his righteousness; and all these things shall be added unto you,"*—Matthew 6:33. West Coast does not exist only to train the mind or the body, but to touch the heart. Chapel services are held regularly, and attendance is required. Church services are mandatory because it is our belief that the most important training provided will be in the services of Lancaster Baptist Church. Every class period begins with prayer, and devotions are held in the dormitories.

West Coast recognizes that our campus becomes the student's "home away from home." Modern and practical dormitories have been built on campus to house both male and female students. Each dormitory is equipped with lobby areas, laundry facilities, and small kitchens, containing a refrigerator and microwave to make the student's "down time" as comfortable as possible. The dorm rooms are equipped with bunk beds and dressers. Each student will need to bring twin-size bedding and a pillow, along with towels and personal toiletries. There are sufficient closet and storage areas in each room.

Students will be able to pick up their mail at the Campus Post Office. Each student is assigned a post office box when they enroll which they will keep for the duration of their student experience. Packages may be sent to new or returning students prior to the dorm opening. The packages should be clearly marked with the student's name and sent to 4010 E. Lancaster Blvd, Lancaster CA 93535. Package addresses should not include the word "Box" as this causes confusion for the United States Postal Service.

Students may have personal computers and/or laptops, space permitting. Computer labs are also available for the students' use on campus. Filtered internet access is available in the computer labs, and Wi-Fi is available in other designated and supervised areas on campus.

Two separate fitness centers are available for male and female students. Each fitness center is equipped with strength equipment and cardiovascular machines. Intramural sports are available for student participation and include the following: mixed volleyball, men's and women's basketball, men's and women's soccer, and men's football. West Coast Baptist College also offers both men's basketball and women's volleyball at the intercollegiate level.

Students are allowed to have an automobile on campus but are reminded that this possession is a privilege. Students must use designated parking areas and abide by campus rules when driving. Any traffic violation or reckless driving, on or off campus, will result in the student's loss of privilege to have an automobile on campus. Students are required to obtain a parking sticker for a nominal fee and present proof of registration and insurance along with a valid driver's license for permission to have a car on campus. Off-campus students must abide by campus rules and maintain proper insurance and registration, along with obtaining a parking permit.

The Great Awakening Café and Bookstore provide students with a resource for purchasing new and used textbooks, food, and other basic needs such as school supplies, OTC medicines, and stamps.

## **GENERAL DRESS GUIDELINES**

One of our purposes at West Coast Baptist College is to glorify God in our attire and physical appearance. Our aim is to lead students to develop hearts for God and to conform to Christ's character. We must maintain this Christian discipline by wearing conservative and modest clothing at all times. We believe at West Coast Baptist College that the outside is an indicator of the attitude of the heart.

All dress should be conservative and conventional in style and have a neat appearance at all times. For the men, dress slacks, dress shirts, and ties are to be worn to all classes, noon meals, and to chapel on Monday and Tuesday. Dress slacks, dress shirts, ties and sport coats are to be worn for all church services, special meetings, and chapel on Wednesday, Thursday, and Friday.

The school and ministry attire for ladies is dresses or dress skirts, tops, and dress shoes with at least a ridge or a strap on the back on all days. All dresses, skirts, and culottes must touch the floor when in a kneeling position and cover the knee when sitting, standing, or walking.

## EMPLOYMENT

The Work Study Program is available to full-time, dormitory students at various hour-per-week increments. Participants are paid employees of the college. The participant's net pay is applied to his or her account as earned. Each job is to be viewed as service to the Lord. A Work Study Employee's work performance must be satisfactory to continue in this program. Complete details for this program can be found in the Work Study Handbook. A student may apply for the Work Study Program online at [wbc.edu](http://wbc.edu).

The Office of Financial Aid provides a variety of services to assist students who wish to seek off-campus employment. There is also a job shuttle available to take students to and from work within a 15-mile radius of campus.

## MINISTRY OPPORTUNITIES

The college offers many opportunities for developing spiritual leadership. Our students are taught not only to study the ministry during the week but also to be involved in the ministry on the weekend. While attending West Coast, students will be exposed to the multi-faceted ministry of Lancaster Baptist Church. The staff and student body will knock on thousands of doors each week, seeking to win people to Jesus Christ. We will then fulfill the Great Commission by aggressively getting our converts to church, baptized, disciplined, and faithful to the Lord and to His house. Each student will be involved in Christian service each week in one or more of the following Christian service areas:

- Barnabas Team
- Bus Ministry
- Cactus Kids Club
- Chapel Ministry
- Deaf Ministry
- Discipleship
- Elementary Classes
- Home Church
- Kiddie Church (3–5 years)
- Korean Bible Study
- Nursery
- Nursing Home
- Parks Team
- Afterschool Bible Clubs
- Spanish Ministry
- Sunshine Class
- Youth Ministry

## MARRIED STUDENTS

Married students make up a portion of the student body at West Coast and bring with them a level of maturity that serves as a good example to our single students. Affordable housing is available in the Lancaster area along with employment opportunities that allow the married student to attend classes and yet provide for their family needs. Core classes end at noon each day, which allows for afternoon and evening work.

Spouses of full-time students will receive three credit hours free per semester; however, all fees will apply. If one spouse is receiving a college scholarship, then the other spouse must pay full tuition. Married, head-of-household,

undergraduate, full-time students may enroll their children in Lancaster Baptist School at a discounted rate.

Married students have regular fellowships on campus or in the home of one of our faculty members. Church fellowships, Couples Connection Groups, and college activities help the married students to feel a part of the West Coast Baptist College family during their time here in training.

## **DISCIPLINE**

At West Coast Baptist College, we believe that the students' college years should be filled with enjoyment, and that these years will become the most memorable years of their lives. Because the spiritual climate at West Coast Baptist College is Christ-centered, each student can achieve personal discipline in his own life. The goal in the lives of students is godliness and faithfulness. The student will be directed and instructed in learning and living the principles of God's Word. He will establish daily devotions, a Scripture memorization schedule, and an effective prayer life.

The college has established a demerit system to keep a record of each student's personal conduct. There is also a system of personal accountability in place for the staff, faculty, and administration to guide students along in their growth in grace.

Students have the right to appeal the demerits given them through the Deans' Office. They have two days to dispute demerits, and seven days to dispute Focus Report demerits from the time they were given. The final decision always rests with the Disciplinary Committee.

## **STUDENT ADVOCACY**

West Coast Baptist College has always been more concerned with producing successful graduates than with growing the size of the student body. We're grateful for every semester God allows us to invest in our students, but we look forward to the day they graduate and pursue God's calling for the rest of their lives. Our entire administrative structure is designed with the success of our students at its heart. Even so, college can be a demanding and confusing time. The Office of Student Advocacy provides a one-stop-shop for helping our students to get any and all their questions answered.

Whether a student is trying to understand financial aid opportunities, dealing with personal or roommate conflicts, or adjusting to WCBC as a new student, our student success advocates are available to help. Sometimes they provide advice or clarity on who is best qualified to address a student's need. Other times, they just listen. To contact an advocate, students can stop by the Welcome Center or email [advocacy@wcbc.edu](mailto:advocacy@wcbc.edu).

## **STUDENT COMPLAINTS**

The Office of Student Advocacy encourages students to be familiar with the current policies and appeal processes of West Coast Baptist College. We understand that knowing all this information can seem overwhelming, which is why we recommend students first contact the Office of Student Advocacy with any questions or concerns.

West Coast Baptist College has developed a formal student complaint process to ensure it receives, considers, and attempts to fully resolve all formal student concerns and complaints in a timely manner. When a student has exhausted all normal channels for expressing a concern informally, s/he can file an official complaint by submitting this form. Only content submitted on a Student Complaint Form will be considered an official complaint.

It is important to note that academic grievances cannot be filed through an official complaint but must be submitted through the academic grievances process outlined in the Student Handbook.

### **Official Policy for Formal Student Complaints**

It is the policy of the college that all current and previous West Coast Baptist College students may submit a formal complaint for consideration at any time, that every complaint must be carefully reviewed by the relevant parties in a reasonable time frame, that the Administration will seek in good faith a full resolution of each complaint, and that all records relating to the complaint - including but not necessarily limited to the original complaint and all records documenting the investigation and attempts for resolution - will be passed to, archived, and maintained for at least five years by the Assistant to the President. A clear and thorough explanation of the formal complaint process will be included in the Student Handbook. Any complaint regarding an academic matter will be documented as received and filed, but the complaint will be handled according to the process outlined in the Academic Grievances section of the Student Handbook.

### **General Complaint Information**

The college will take all reasonable steps to ensure the confidentiality of all complaint proceedings and the records produced therefrom. However, should any matter develop during the course of the complaint process become public knowledge, the College reserves the right to issue appropriate statements.

Only complaints submitted in writing through a Student Complaint Form will be considered formal complaints. Complaints submitted through any other forum will not be considered to be formal complaints.

It is the expectation of the college that the below process should bring a satisfactory resolution to the vast majority of formal student complaints within an average of thirty or fewer days.

## Procedure for Student Complaints

1. Students are encouraged to seek a resolution to their concern(s) through an informal process of communication with the relevant departments/staff/faculty before submitting a formal student complaint. Student Complaint Forms are available online and in the offices of the Student Success Advocate, Dean of Students, and the Assistant to the President.
2. Student expresses grievance in writing through the Student Complaint Form.
3. The Assistant to the President reviews complaint and any accompanying documentation, logs that it was received, and forwards it to the relevant department leader(s) for review and resolution.
4. Department leader(s) receiving the complaint study the matter and document any meetings, records, or interactions had in this process. All such records are then sent to the Assistant to the President to be filed with the original complaint. The department leader(s) then issue a written resolution/conclusion to the grievant through email and copy the Assistant to the President and the Student Success Advocate. The Assistant to the President will log the date of initial resolution and file the conclusion with the student complaint.
  - a. If multiple departments are involved, the relevant leaders will draft a coordinated response/conclusion in writing and will send a co-signed email to the student and copy each other, the Assistant to the President, and the Student Success Advocate.
  - b. Resolutions/conclusions for anonymous complaints will simply be sent to the Assistant to the President and the Student Success Advocate to be filed.
5. If the student is not satisfied with the outcome of the initial complaint, he may request the Student Success Advocate to appeal the matter to the Executive Vice President on his behalf. Such appeals will be made in writing.
6. As soon as is practicable, the Executive Vice President reviews the materials being careful to document any related meetings, conversations, consultations, etc. he may instigate to include in the file. The Executive Vice President then emails the grievant a final resolution in writing and copies the related department leader(s), the Assistant to the President, and the Student Success Advocate. This determination is binding on all parties.

## **REGISTRAR SERVICES**

West Coast Baptist College offers its students a variety of academic resources through the office of the Registrar. These include transcript evaluation, transcript request, education verification, proof of enrollment, and CLEP and AP test policies.

### **Transcript Evaluation**

Many students attended other higher education before coming to West Coast. Certain college credits may be applied to the degree a student is pursuing. The student may send his official transcript from another college to the Registrar. These credits will be evaluated and transferred in where applicable. No student should assume his previous credits will transfer, yet the Registrar seeks to transfer as many credits as possible. If mailed, transcripts should be addressed to West Coast Baptist College, Attention Registrar, 4010 E. Lancaster Blvd., Lancaster, CA 93535. Official digital transcripts may also be sent by email to registrar@wcbc.edu.

### **Transcript Request**

Official transcript requests may be made by the student online at [wcbc.edu/transcript-request](http://wcbc.edu/transcript-request). Our electronic transcript provider, Parchment Inc., will provide our official transcripts directly to the person or place designated at the time of the request. There will be a \$12.00 fee for each print and mail official transcript request, or a \$9.50 fee for each electronic official transcript request. Parchment will charge an additional \$2.50 for international delivery. Students should allow 5 business days for the request to be processed. If a transcript is required sooner than this, the student may pay for express delivery through Parchment. An unofficial transcript may be requested by emailing registrar@wcbc.edu and will be sent directly to the person requesting it. Graduates and current students can access their unofficial transcript on their portal. No transcript will be released if the student's account with the Finance Office shows a balance due.

### **Education Verification**

A graduate seeking employment may need to verify his previous enrollment at WCBC. By request of the student or potential employer, the Registrar will submit a formal letter of verification for the student's previous enrollment. Please allow a minimum of 7 days to process this request and mail/email the letter.

### **Enrollment Verification**

A current student may need to verify his current enrollment at WCBC for a variety of reasons. At the request of the student, the Registrar will provide a formal letter of verification for the student's current enrollment. Please allow a minimum of 7 days to process this request and mail/email the letter.



## **STUDENT COUNSELING**

West Coast Baptist College is committed to helping its students succeed in their goal of graduating on time and without debt and serving after graduating in the ministry to which God has called them. To this end, the college provides academic, personal/spiritual, and career counseling to all of its students.

The college has a dedicated Student Success Advocate who is available to all students. The primary function of the Student Success Advocate is to shepherd struggling and temporarily withdrawn students to graduation. Two key functions the advocate provides are to listen to students to point them toward appropriate counsel and to provide appropriate, relevant feedback to the administration so as to improve the student body's graduation rate. Students may contact the Student Success Advocate in the Welcome Center at any time.

### **Academic Advising**

In keeping with the mission of the institution, academic advising is provided to students to the end that they would experience an optimum academic schedule, smooth scope and sequence, and easy access to qualified and informed staff or faculty for questions regarding their programs. The Dean of Academics leads these advising services.

Every first-time student will be notified before registration week of the name and contact info of his advisor. If a student is unsure who his advisor is at any time or for any reasons, he may contact the Academic Office.

### **Career Counseling**

All degree programs at West Coast Baptist College are geared to prepare students for full-time ministry. Career counseling that is appropriate to these programs is provided through the office of the Dean of Administrative Affairs. This office works to connect appropriate potential employers to our upperclassmen students by hosting an annual on-campus interview event, assisting students in the development and distribution of professional resumes, and connecting current students and graduates to ministries known to be hiring for relevant positions. These services are provided to all students regardless of their location or mode of delivery.

To receive this counseling and support, students should contact the Dean of Administrative Affairs at 888.694.9222.

### **Personal/Spiritual Counseling**

Students are encouraged to take advantage of the open-door policy of the faculty, staff, and administration and to seek counsel from them on any subject. At least one member of the administration is always on campus during business hours to ensure availability of help for students at all times.

## **Financial Counseling**

West Coast Baptist College offers its students a variety of financial aid resources including ongoing financial and employment counseling, a student employment program, several institutional scholarships, and direct support from the Student Assistance Fund. For more information, please refer to the information on Financial Aid beginning on page 55.

## **TRANSPORTATION**

WCBC is happy to provide shuttles to and from Los Angeles International Airport (LAX) and Burbank Airport (BUR) at the beginning and end of each semester as well as during scheduled breaks. Prior to booking your flight, please check the shuttle schedule link at the bottom of [wcbc.edu](http://wcbc.edu) to find shuttle times in order to coordinate your flight to avoid extended wait times. Please keep in mind that the airport is two hours from campus. Riders can register and pay for their rides here as well. Additional information, including policies and pricing, may also be found on the website.

## **EARLY DORMITORY ARRIVALS POLICY**

Dormitories are available to students who are currently enrolled or who have an accepted application for the next semester.

Students staying in the dorms during the break, arriving early, or leaving late, must gain approval from the Dean's Office.

Students will be charged the current off-semester rate for their residence in the dorms.

Students must comply with all policies and procedures as outlined in the Student Handbook and will be subject to any discipline for violation thereof.

New students coming to college for their first semester may arrive a maximum of three days prior to the official opening of the dorms. These students must gain approval from the Dean's Office of their early arrival two weeks prior to their arrival date. Transportation needs to the college must also be arranged two weeks in advance.

Students who are asked to arrive early for athletic competition, work study, etc., must comply with all policies and procedures written in the Student Handbook.

All students staying in the dormitories during non-academic days will attend all church services at Lancaster Baptist Church.

## **REASONABLE ACCOMMODATION POLICY**

West Coast Baptist College will reasonably accommodate otherwise qualified individuals with a disability unless such accommodation would pose an undue hardship, or would result in a fundamental alteration in the nature of the service, program or activity, or in undue financial or administrative burdens.

Changes in teaching techniques occur continually as instructors discover new ways to aid handicapped students. The term “reasonable accommodation” is used in its general sense in this policy to apply to employees, students and visitors. Student requests for reasonable accommodation should be addressed to the Vice President of Student Affairs.

A student must self-identify as an individual with a disability during the application process and provide appropriate diagnostic information that substantiates the disability. The office of Student Affairs will then assess the impact of the disability on the student’s academic program and record the required academic accommodations in a memo to the instructor. All diagnostic information is confidential and therefore memos can be sent only at the student’s request.

Individuals who have complaints alleging discriminations based upon a disability may file them through the Formal Student Complaint process.



**ADMISSIONS  
INFORMATION**

## **GENERAL REQUIREMENTS**

### **Admission Policies**

The standards of scholarship and Christian faith at West Coast Baptist College require a review and evaluation of every applicant. All application forms must be filled out completely. Letters of recommendation, statement of salvation testimony, moral character, integrity, and academic records will be considered. No student will be considered for admission who does not follow the admissions procedures.

### **Non-Discriminatory Policy**

West Coast Baptist College admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. However, only persons who have a testimony of biblical salvation and have a sincere desire to serve Christ are eligible for admission.

### **Residency Requirements**

Dormitories are provided for single students, under the age of 25, who are not living locally with parents. Students over 25 may seek living accommodations off-campus if they so choose, or they may request to live on campus as availability allows..

## **WHEN TO APPLY**

Prospective student may apply anytime. There is no application deadline date, but we encourage you to apply early to reserve your space. Please submit your application to the Office of Admissions during your junior or senior year in high school. Once an application is received, it will be processed as soon as possible.

### **Each applicant must have the following to be considered for admission:**

1. A high school diploma or GED. Home-schooled students must have proof of graduation.
2. A recommendation from a member of their church's pastoral staff and one personal reference.
3. A fully completed WCBC Application for Admission.

### **Transfer students are accepted based on the following criteria:**

1. All previous college transcripts are found to be satisfactory.
2. A statement of good standing both spiritually and financially from the prior institution is provided.

3. Any course grades under a “C” will not transfer for credit. Those credits will have to be made up.
4. If the student has fewer than 26 credit hours, he may be required to submit ACT or SAT scores.
5. ACT scores are used to place students in appropriate classes. For example, students scoring 17 or higher in the math section will have demonstrated proficiency, thereby waiving the math general education class.
6. A fully completed WCBC Application for Admission.
7. A high school diploma or GED or college transcripts that reflect an awarded associate or bachelor’s degree. Home-schooled students must have proof of graduation.

## EXAMINATIONS

The following examinations are given at the beginning of each academic year:

### English Grammar Placement Test

This test is given to all freshmen (and transfer students who have not taken an English Grammar Course). The purpose of this test is to determine what level of English will best equip students for future work.

### General Bible Knowledge Test

This test is given to all new students. The grade on this test does not affect class standing, nor which Bible classes the student is eligible to take. Rather, this test shows us each student’s strengths and weaknesses and allows the student to see progress over the course of studies at West Coast Baptist College.

## INTERNATIONAL STUDENTS

Students whose native tongue is **not** English must take the TOEFL examination and have their scores sent to the Admissions team at West Coast Baptist College.

All international students should contact the Admissions team for information concerning the completion of the I-20 form. After the student receives his I-20 from WCBC, he must obtain an F-1 visa while still in his home country. However, students who are Canadian citizens are not required to obtain an F-1 visa.

International students must be able to establish their ability to pay tuition. Upon entering the U. S., the student should show his I-20 to the border official and secure receipt of an I-94 form. Questions concerning any of these international student issues should be addressed to the Admissions team.

## **INSURANCE**

West Coast Baptist College strongly urges every student to be covered by some type of health insurance. Those who do not have health insurance will sign a waiver which releases the college of any liability.

All students with cars are required to provide proof of automobile insurance along with the proof of automobile registration and a valid driver's license.

## **CLEP, PEP, AND AP CREDIT**

Some students may be interested in taking College Level Examination Program (CLEP), Proficiency Examination Program (PEP), or Advanced Placement Program (AP) examinations to avoid taking courses in subjects in which they already have adequate knowledge. Students interested in receiving credit at WCBC for CLEP, PEP, or AP examinations taken elsewhere should contact the Registrar regarding procedures and tuition charges.

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

The Family Educational Rights and Privacy Act (FERPA) provides rights to students with respect to their educational records. The following is an overview of those rights.

### **What are FERPA rights?**

Students have four primary rights under FERPA. They have the rights to inspect and review their education records, to maintain some control over the disclosure of information from those records, to seek to amend those records under certain circumstances, and to file a complaint with the U.S. Department of Education concerning alleged failures by West Coast Baptist College to comply with the requirements of FERPA.

### **To what do FERPA rights apply?**

FERPA rights apply to education records, which are defined as records that are directly related to an individual student and are maintained by the educational institution or a third party acting on their behalf. Education records may exist in any medium, including but not limited to handwritten notes, printed information, computer files, or video and audio files. Education records may include grades, class lists, student course schedules, disciplinary records, student financial records, etc. Education records do not include "sole possession" records created by individual faculty or staff for their own personal use which are not shared with others, university law enforcement records, or medical health records used only for the treatment of the student. Education records also do not include general information such as academic calendars, course syllabi, or general notices of specific events or extracurricular activities. These would not be considered to apply to a specific individual student and thus would not be covered under FERPA.



### **Who has FERPA rights?**

FERPA rights are held by the parents until the student turns 18 or enrolls in a postsecondary institution. At this point, all FERPA rights transfer completely to the student. The parent does not maintain any FERPA rights after this time. Thus, all students of West Coast Baptist College are in full possession of their own FERPA rights.

### **How may one exercise their FERPA rights?**

Any student may seek to inspect their education records. Most of this information is readily available through the Student Portal ([portal.wcbc.edu](http://portal.wcbc.edu)). Any other education records pertaining to the student will be made available within 30 days upon written request directed to the registrar, dean, associate dean of academic affairs, or other appropriate official.

Any student, while enrolled, may request that West Coast Baptist College not release any of his/her directory information. Directory information would include name, contact information, class level, major, date of attendance, enrollment status, verification of participation in recognized student activities, date of graduation, and degrees received. WCBC must comply with this request. Students who wish to restrict the release of their directory information must complete a "Request to Withhold Directory Information" form, available from the Registrar's Office. The student must personally submit this form to the Registrar's Office accompanied with a photo ID. Students will be required to renew the request within the first ten days of the semester. This information would then only be able to be allowed with written consent from the student, including specification of the information to be released, the purpose of the disclosure, identification of the parties to whom the disclosure may be made. Written consent must be signed and dated by the student. Written consent may be submitted through the student email system ([@students.wcbc.edu](mailto:@students.wcbc.edu)), but not from a personal email account.

Withholding information may have negative consequences. Students who restrict their directory information will not appear in commencement bulletins, yearbooks, or other college publications. Any and all requests of information directed to the college, including those by potential employers, will be denied and will be told, "We have no information available about this person's attendance at West Coast Baptist College."

Any student may request the amendment of education records which the student believes are inaccurate. The written request must be directed to the appropriate official, clearly identify the part of the record they want changed, and specify why it is inaccurate. If West Coast Baptist College decides not to amend the record, it will notify the student of the decision and advise the student of the right to a hearing regarding the request for amendment. If the request for amendment is then denied upon a further hearing, the student will be given the opportunity to attach a personal statement to the record in question.

Any student may file a complaint with the U.S. Department of Education concerning alleged failures by West Coast Baptist College to comply with the requirements of FERPA. It is always advisable to attempt to address issues by notifying WCBC itself before notifying the U.S. Department of Education. Complaints may be directed to:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

### **Are there exceptions to these exercises of one's FERPA rights?**

There are exceptions to the exercise of one's right to withhold disclosure of information. Necessary education records and directory information may be released to school officials with legitimate educational interests. School officials include faculty and staff, persons or companies with whom the college has contracted, trustees, and students serving on official committees or assisting other school officials with performing their professional tasks. A school official has a legitimate educational interest if the official needs to view the information in order to fulfill his professional responsibility. Student education records may also be released to a court in compliance with a judicial order or lawfully issued subpoena, to appropriate parties in a health or safety emergency in order to protect the student or others, to parents in cases of drug or alcohol violation when the student is under the age of 21, to the provider or creator of a record to verify the validity of that record (e.g. in cases of suspected fraud), or to officials at an institution in which the student seeks to enroll or is currently enrolled. General questions may be directed to the Registrar's Office.

## **VETERAN'S INFORMATION**

WCBC is grateful for the men and women who have either served or are currently serving in our Armed Forces. The following pages will address the unique challenges common to our military students.

### **Veteran and Military Education Benefits**

Eligible veterans or their dependents that have been approved by the U.S. Department of Veterans Affairs (VA) may use their benefits towards their educational studies. The students are encouraged to contact the VA School Certifying Official well in advance of the start of the semester or term to start the paperwork process for their file. Our goal is to assist those student veterans receiving benefits under one of the following Benefit Programs:

- Ch. 30—Montgomery GI Bill® – active duty
- Ch. 31—Vocational Rehabilitation
- Ch. 32—Veterans' Educational Assistance Program (VEAP)

- Ch. 33—Post 9/11 GI Bill®
- Ch. 35—Survivors/Dependents Educational Assistance Program (DEA)
- Ch. 1606—Montgomery GI Bill® – Selected Reserve
- Ch. 1607—Reserve Educational Assistance Program (REAP)

Under the California State Approving Agency for Veterans Education (CSAAVE), veterans or their dependents have several approved programs of study they may pursue. These programs are notated by † in the section *Course of Study*. As the Department of Veterans Affairs determines the eligibility of benefits, the DVA will only pay for the courses/credits taken that directly lead to the completion of the chosen program of study. All adds, drops, or withdrawals must be reported promptly, as VA payments of benefits are tied to the classes in which the student is enrolled. These adjustments in credits may lead to underpayments or overpayments (resulting in student debts).

For students using VA educational benefit programs Ch. 33 (Post-9/11 GI Bill®) or Ch. 31 (Vocational Rehabilitation), while payments to the institution are pending from the VA (up to 90 days), the school will not:

- Prevent their enrollment
- Assess a late penalty fee
- Require they secure alternate or additional funding
- Deny their access to resources (classes, libraries, or other facilities) available to other students who have satisfied their tuition and fee bills to the college

Students may contact the VA Certifying Official to supply the required paperwork to begin or continue their file. The previous mentioned provisions are extended to students that have their paperwork in order. Required paperwork is listed but not limited to:

- VA Certificate of Eligibility (COE) \*required by start of classes
- Copy of DD-214 (if student is the veteran)
- Student Schedule (enrollment) \*required each semester
- Financial Statement (Ch. 33—Tuition and Fees) \*required each semester

For further information on benefits, students may contact:

Phone: 888-GI-BILL-1 (888-442-4551)

Online: [www.benefits.va.gov/GIBILL/](http://www.benefits.va.gov/GIBILL/)

For the VA School Certifying Official, students may contact:

Phone: 888-694-9222, ext. 3241

Email: [heather.baldus@wcbc.edu](mailto:heather.baldus@wcbc.edu)

## **Military Service Evaluation**

At no charge, WCBC will evaluate prior military experience, education, and training to award credit. This evaluation is non-appealable and will be based upon the recommendations of the American Council of Education (ACE) guidebook, *A Guide to the Evaluation of the Educational Experiences in the Armed Services*. Military applicants must submit their Joint Service Transcript (JST). Applicants must submit a copy of their DD-214, 2-1, 2A, or DD-295 for evaluation. Only undergraduate general education units can be awarded for military service.

WCBC will maintain a written record of this previous education and training. Once transcripts have been evaluated, applicants will be notified via email as to what credits have been granted.

## **Leave of Absence**

A leave of absence is defined as an interruption in course progression due to a documented unforeseen circumstance with an approved reason and a documented intent to return to complete the educational program.

### ***Requirements***

- The student shall be responsible for submitting a written request to the Registrar requesting a leave of absence.
- The student submitting the request shall be currently enrolled in classes or enrolled during the last semester.
- The student shall have a history of performing satisfactorily on all course work as defined by the grade point scale set by the academic dean. The academic committee will review the academic progress as part of the determining factor in granting a leave.
- The student shall document a reasonable intent of returning to complete course of study. An expected date of return and a plan for completion of course work must be included.
- The request shall be made prior to the start date of the leave unless unforeseen circumstances arise. Written documentation and explanation of late application shall be submitted by the student to substantiate the late request.
- The leave of absence shall not exceed 180 days in any 12-month period. Though WCBC does not participate in Title IV, it follows this time element as outlined in Title IV regulations.

### ***Reasons for Approved Leave of Absences***

- Illness (personal or close family member)
- Death in family
- Birth of baby (or similar situations covered by the Family and Medical Leave Act, 1993)

- Financial difficulty
- Military duty
- Jury duty
- Other circumstances as approved by the Academic Committee

All other absences will be considered an unapproved leave of absence. Unapproved absences will be treated as a withdrawal, and the proper withdrawal procedures shall be activated.

### **Procedure**

#### ***Approval Process***

1. The Academic Committee shall approve the leave of absence within five (5) business days of the written request.
2. The committee shall consist of the Registrar, Director of Admissions, Academic Dean, the Executive Vice-President (or his designee), and the Department Chair from which the student is enrolled.
3. Special attention shall be focused on the ability of the student to complete the course work. A leave of absence provides that the student shall be able to complete their course progression. If a student is requesting a mid-semester leave of absence, then the course faculty must first approve the request. If the faculty approve, the Academic Committee will then be convened.
4. The Registrar will notify the following departments with the results of the request:
  - a. Financial and Business Office
  - b. Dean's Office
  - c. Faculty
  - d. Student academic advisor

#### **Failure to Return**

Failure to return from an approved leave of absence shall be considered a withdrawal. The withdrawal date shall reflect the start date of the leave of absence even though the leave was approved. The withdrawal policy shall be implemented.

#### **Unsatisfactory Progress**

A student whose term WCBC grade point average falls below a 2.0 will be advised on his current standing and the results that will ensue if satisfactory progress is not maintained. For purposes of this policy, the following table provides the relevant information:

<b>Class Standing</b>	<b>Credit Hours Earned</b>	<b>Cumulative GPA Warning</b>	<b>CumGPA Probation / Suspension / Dismissal</b>
Freshman	0-32	1.50-1.99	0.00-1.49
Sophomore	33-64	1.70-1.99	0.00-1.69
Junior	65-95	1.80-1.99	0.00-1.79
Senior	96+	1.90-1.99	0.00-1.89

A student whose cumulative WCBC GPA falls below 2.0 at the end of the semester will be placed on academic warning, unless the student's GPA falls in the probation / suspension / dismissal range. If the student's GPA is in the probation / suspension / dismissal range, the student will be:

1. Placed on PROBATION if the student has attempted fewer than 12 credit hours at WCBC (or, if the student is in this range for the first time).
2. Placed on SUSPENSION if the student has attempted more than 12 credit hours at WCBC, and if the student has been placed on probation in any previous semester.
3. DISMISSED if the student has attempted more than 12 credit hours at WCBC, and has been placed on suspension in any previous semester.

Students who are not in good academic standing may not transfer credits from another institution until they have returned to good standing. Courses taken at another institution may not be used to improve a student's GPA at WCBC.

#### *Description*

- Academic Warning
  - Student will be allowed limited enrollment in the next term of 12-14 credit-hours.
  - Student under academic warning is expected to seek advice from his academic advisor as well as the Learning Resources Director at the library.
  - Student is expected to increase attention to academic activities and decrease hours committed to non-academic activities.
- Academic Probation
  - Student will be allowed limited enrollment in the next term of 12 credit hours.
  - Student is not allowed two consecutive semesters under academic probation.

- Student who does not improve CumGPA to at least the warning range will be placed on academic suspension if they have attempted more than 12 credit hours at WCBC.
- It should be remembered that teams, clubs, and other student organizations have the right to use academic standards to limit participation in their organization.
- Academic Suspension
  - A student under academic suspension for the first time may not enroll at WCBC for one semester (Fall, Spring).
  - A student who falls under academic suspension a second time may not enroll at WCBC for two consecutive semesters (Fall, Spring).
  - Once re-enrolled, a student will be limited to 12 credit hours until the cumulative GPA is raised to 2.0 or higher.
  - If student is receiving funding and that organization requires academic reporting, that entity will be notified within 15 business days of the student's suspension, when it started, and when student may return.
- Academic Dismissal
  - Once a student has been academically suspended twice, he will be dismissed from the college if his CumGPA hits the probation / suspension / dismissal range a third time.
  - Once academically dismissed, a student may not reenroll for a period of two years.
  - A student who reenrolls after an academic dismissal will be under the current catalog's requirements in which he reenrolls.

***Reinstatement*****Written Appeal**

- If a student believes that his academic suspension or probation was unjust based on extenuating circumstances, he has the right to submit a written appeal to the academic committee within 10 business days.
- If a student's appeal is successful, he will be allowed to continue his enrollment with no restriction.

**Academic Penalty Observed**

- Upon observing the penalty incurred, a student may be reinstated to his academic program.
- Student will be on notice that his CumGPA must still be raised higher than a 2.0 before he may participate in graduation from the program.

- WCBC, upon noting that the conditions have been met, will work with the student to enroll into the appropriate courses and chart out a course for completion of the program.

### **Procedure**

#### **Approval Process**

1. The Academic Committee shall approve the leave of absence within five (5) business days of the written request.
2. The committee shall consist of the Registrar, Director of Admissions, Academic Dean, the Executive Vice-President (or his designee), and the Department Chair from which the student is enrolled.
3. Special attention shall be focused on the ability of the student to complete the course work. A leave of absence provides that the student shall be able to complete their course progression. If a student is requesting a mid-semester leave of absence, then the course faculty must first approve the request. If the faculty approve, the Academic Committee will then be convened.
4. The Registrar will notify the following departments with the results of the request:
  - a. Financial and Business Office
  - b. Dean's Office
  - c. Faculty
  - d. Student academic advisor

### **Failure to Return**

Failure to return from an approved leave of absence shall be considered a withdrawal. The withdrawal date shall reflect the start date of the leave of absence even though the leave was approved. The withdrawal policy shall be implemented.



# ACADEMIC INFORMATION

## **DEFINITIONS**

### **Definition of a Good Standing Student**

West Coast Baptist College defines a student in “good standing” as a combination of the following components:

1. The undergraduate student shall maintain both a term and a cumulative grade point average of at least a 2.0 (graduate students shall maintain at least a 3.0)
2. The student will be making satisfactory progress in his degree program
3. The student will not be in violation of the student conduct code explained in the Student Handbook
4. The student will be current in his financial obligations to the institution

### **Definition of a Credit Hour**

At West Coast Baptist College, academic credit is measured in semester hours. A semester hour represents the equivalent of at least one class period of 50 minutes per week for 14 weeks, not including final exams. Students are expected to spend approximately two hours outside of the classroom for each hour in the classroom (or its equivalent).

## **ACADEMIC CLASSIFICATION**

### **Non-Degree Students**

Any student attending West Coast Baptist College for his own benefit and not working toward a degree

### **Part-Time Students**

Any student taking fewer than 12 credit hours

### **Full-Time Students**

Any student enrolled in 12 or more credit hours (Full-time status is required for dormitory students)

## **CLASS STANDING**

### **Freshman**

A freshman is a student who has satisfied entrance requirements and who has completed fewer than 32 credit hours.

### **Sophomore**

A sophomore is a student who has completed at least 32 credit hours but fewer than 64 credit hours.

## Junior

A junior is a student who has completed at least 64 credit hours but fewer than 96 credit hours.

## Senior

A senior is a student who has completed at least 96 credit hours.

## ATTENDANCE

Believing that an education at West Coast Baptist College will prepare students for the ministry, we place a high importance on being in the classroom consistently. The ministry does not need more workers who will answer the call “when they feel like it” or who will rise up early to pray “if it is convenient.” Consequently, slothful attitudes toward attending classes are not allowed. Regular class attendance is required for all students. Students who miss class for any reason must follow the guidelines below and are responsible for all material taught in the class during their absence.

1. A student cannot miss over 15% of a class. This includes students who miss class for personal reasons, illnesses, trips taken during class days, and college-related reasons such as athletic competitions, traveling ensembles, etc. When a student misses 15% of a class, (either by missing whole class periods or by missing minutes from coming in late or leaving early), that student will be automatically dropped from the roster and will receive a “W” for the course.
2. Attendance can be viewed on the student portal. If a student notices an attendance error, they should reach out to the instructor immediately. Students have two weeks from the class date in question to correct any attendance errors. After two weeks, the attendance records will not be changed.
3. An absence from class is not considered a reason for not submitting coursework. Often, these can be submitted through the institution’s LMS, Canvas, without the student being physically present. At a very minimum, these can be emailed to an instructor during the student’s absence. A student who misses an assignment will receive a zero. The official policy of the institution is no late work is accepted.
4. If a student misses a test or quiz given in the classroom with an approved absence, that student will have 48 hours to make that up. If a test or quiz is not made up within 48 hours, it will be recorded as a zero.

## EXAMINATIONS

The following examinations are given during the academic year:

1. **Oral Examinations**—The “orals” are given to our graduating men during their last two semesters. The purpose of these oral examinations is to ascertain if our graduates can successfully defend their doctrinal statements and be prepared for the pressures they will face in the ministry.
2. **Midterm Examinations**—During the mid-point of each semester, each course has a midterm examination. Students must have the bill current in order to receive the financial approval card for the exams.
3. **Final Examinations**—These examinations are given at the end of each semester. At the time of these examinations, all course work should be completed. Under normal circumstances, a student who fails to take the examination at the scheduled time will not be allowed to take the examination later. If, however, the student gains both his instructor’s and the Associate Dean of Academic Affairs’s approval and pays the late examination fee, he may make up the examination. Any student missing an examination due to financial reasons will have until the first week of the next semester to make up the exam. If at that time the test has not been taken, the student will receive an “F” for that examination, and his grade will be averaged accordingly.

## DROP/ADD/WITHDRAW

Each student chooses his classes under the counsel of the faculty advisor. The classes that students take each semester have been charted with the end in mind. Because of this, class withdrawals should be rare. If, however, a student feels that he cannot complete all the work he has in one semester, he may drop a class during the first week of school. The procedure to drop (or add) a class is as such:

1. The student consults with his faculty advisor.
2. The student seeks the counsel of the instructor.
3. The student withdraws from his class through the student portal.
4. The student then notifies his professor after the change has been approved.

**NOTE:** When a student chooses to drop a class that is in his major, he is taking a chance that it will be offered during a later date without any conflicts with other required classes. Any class that is dropped after the first week or that is not dropped according to procedure, will be recorded as an “F” on the transcript.

## TRANSFER CREDIT POLICY

For incoming students who have completed credits from another institution, WCBC will evaluate those transcripts and help students transfer as many classes that can be used in the corresponding WCBC degree program.

From time to time, students who have taken lighter loads will desire to get back on pace. In these situations, a current student seeks to do extracurricular work.

Our Office of Academics works closely with the admissions team to evaluate transcripts in a timely manner so that potential transfer students can know which credits will transfer toward one of our degree programs. The number of credits WCBC can accept is dependent on several factors. Some of the most consequential include the academic rigor of the credits earned, the grade earned for each class, and the alignment between the credits earned and the credits required for the chosen WCBC degree program.

Transcripts can be submitted for evaluation on [wcbc.edu](http://wcbc.edu). The Office of Academics strives to complete all credit transfer evaluations within seven business days. Unofficial transcripts may be submitted for review, but any evaluation will be unofficial until the final, official transcripts are received. Once evaluated, the Office of Admissions will send the results to both the prospective transfer student and to that student's admissions guide.

For current students seeking to transfer in additional credits, the following must be observed:

1. Credits will only be transferred from approved institutions.
2. Students must seek approval from the Registrar or the Academic Dean prior to enrolling in another institution.
3. Students are allowed a maximum of 9 credits to transfer in.
4. A student cannot finish their degree with transfer credits.
5. Classes will only be considered for transfer if they are not available online through WCBC.

## GRADING SYSTEM

Grades are issued online through the student's portal and through Canvas. Here, a student can track his progress throughout the semester. Final grades are then placed on the student's academic transcript.

West Coast Baptist College operates on a 4.00 grading system. A distinction is made between a minus (-) and a plus (+) grade. The grading system for all students is as follows:

<b>Grade</b> .....	<b>Quality Points</b>
A—Superior .....	4
B—Above Average .....	3
C—Average .....	2
D—Passing .....	1
F—Failing .....	0

Other codes that may appear on the grade report and/or the transcript are:

INC . . . . .	Incomplete	AUD . . . . .	Audit
W . . . . .	Withdraw	PROF . . . . .	Proficiency
P . . . . .	Passed		

The grading scale for West Coast Baptist College students is as follows:

A . . . . .	96–100%	C . . . . .	77–83
A- . . . . .	94–95	C- . . . . .	75–76
B+ . . . . .	91–93	D+ . . . . .	73–74
B . . . . .	88–90	D . . . . .	68–72
B- . . . . .	86–87	D- . . . . .	66–67
C+ . . . . .	84–85	F . . . . .	65 and below

### Repeating a Course

A student may repeat a course, if he fails it, upon approval of the Administration. A repeated course will be clearly recorded on the student's transcript followed by the grade awarded by the instructor.

## STUDENT ACADEMIC LOAD

West Coast Baptist College has always been more interested in graduates than students. We are not after the professional student—on the contrary, we are endeavoring to send equipped workers into the fields of the world. Our classes are designed so that a student who takes 16 credit hours each semester will graduate in four years. A full-time student is one who has at least 12 credit hours during a semester. No student is allowed to take more than 21 credit hours during a semester (this would include correspondence credit as well). Student academic loads are determined on the following basis:

<b>Previous Semester GPA . . . . .</b>	<b>Credit Limit</b>
0.00-1.99 . . . . .	14 credits
2.00-2.49 . . . . .	17 credits
2.50-3.29 . . . . .	18 credits
3.30-4.00 . . . . .	21 credits

High school transcripts will be used to determine the academic load for new freshmen. A student with at least a 2.50 high school GPA will be allowed to register for a maximum of 18 credit hours for their first semester.

## HONORS

West Coast Baptist College encourages its students to strive for excellence in everything that they do. We believe that whatsoever our hand findeth to do, we should do it with all our might. One area in which excellence is maintained is in the area of academics and study. To qualify for the following honors, a student must complete a minimum of 15 credit hours and have no grade below a "B."

President's List .....	3.90-4.00
Dean's List .....	3.75-3.89
Honor Roll .....	3.50-3.74

In addition to these honors, members of the senior class may graduate with honors on the basis of their entire collegiate records.

Summa Cum Laude.....	3.90-4.00
Magna Cum Laude .....	3.75-3.89
Cum Laude .....	3.50-3.74

Graduating Master's students may graduate with honors if they received a total GPA of 3.75 or higher throughout their graduate studies.

## GRADUATION REQUIREMENTS

The administration and faculty must approve of all graduation candidates. The following guidelines have been established to be considered for graduation:

- Each candidate must have displayed consistent Christian character and conduct.
- Graduates must complete the Petition for Graduation Form in the Academic office.
- Each bachelor's candidate must have a minimum grade point average of 2.0.
- Each master's candidate must have a minimum grade point average of 3.0.
- All secondary education majors must receive a C+ in the core classes for their specific proficiencies and in required courses designated with ED.
- All elementary education majors must receive a C+ in the core classes for their proficiency. These courses include any Teaching Of courses or courses designated with ED.
- Each candidate must successfully complete the catalog course requirements as listed in the catalog at the time of his initial enrollment.

- If a candidate stays out of the college for at least one semester, he must successfully complete the catalog course requirements as listed in the catalog at the time of his final re-enrollment.
- All financial obligations must be satisfied before a degree will be awarded.
- Men must complete both a written theological examination and an oral examination.
- Women must complete a written theological examination.
- Graduates must complete at least 25% of their program through West Coast Baptist College.
- Graduates must have completed at least 128 credit hours in order to graduate with a bachelor's degree.
- During a student's final year, his course schedule must be approved through the registrar's office.
- For students walking in the graduation ceremony, graduation practice is mandatory.

## **COURSE NUMBERING SYSTEM**

In general, 100-level courses are taken during the freshman year, and 200-level courses are taken during the sophomore year. Freshman and sophomore students are not encouraged to take 400-level classes.



**ON CAMPUS  
UNDERGRADUATE  
FINANCIAL INFORMATION**

**STUDENT COSTS PER SEMESTER***(ACADEMIC YEAR 2020-2021)***TUITION****Full-Time Students**

Tuition (12-18 credit hours)	\$4,215.00
Tuition (per credit hour over 18)	\$400.00
Audit (per credit hour)	\$75.00

**Part-Time Students**

Tuition (per credit hour under 12)	\$350.00
Audit (per credit hour)	\$75.00

**ROOM AND BOARD**

Room and Board per semester	\$2,400.00
Off-Semester Weekly Room and Board	\$125.00

**FEES****Regular Fees**

Computer and Technology (general use)	\$105.00
Registration and Matriculation Fee	\$100.00
Student Activity Fee	\$90.00
Yearbook Fee (average per semester)	\$40.00

**Optional/One-Time Fees**

Application	\$60.00
Automobile Registration	\$30.00
Bicycle Registration	\$5.00
Graduation (second semester seniors)	\$175.00
Late Registration Fee	\$100.00
Miscellaneous/Lab (per course)	varies per course
New Student ID Fee	\$10.00
Post Office Box Rental (refundable)	\$5.00
Special Dietary Meals Fee	\$375.00

<b>Average Total (on-campus residence)</b>	<b>\$6,950.00</b>
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<b>Average Total (off-campus residence)</b>	<b>\$4,550.00</b>
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## **BASIC COST**

### **Full-Time Tuition**

A full-time student is defined as a student who is taking more than 11 credit hours. The tuition rate for 12–18 credit hours is \$4,215.00. Tuition for credit hours over 18 is \$400.00 for each additional credit hour.

### **Part-Time Tuition**

The tuition rate for part-time students taking less than 12 credit hours is \$350.00 per credit hour.

### **Audit Courses**

Courses may be audited for a fee of \$75.00 per credit hour. There will be no grade given since audited courses are not taken for credit. Lab fees will apply for audited courses. Any student living in the dorm will be subject to all fees. Any student taking both audit and credit courses will be subject to all fees. Any student wishing to audit 11 or fewer credit hours will be subject only to the per credit hour audit fee. However, should a student wish to participate in student body activities or privileges, he/she will be subject to those particular fees. Any student wishing to audit 12 or more credit hours will be subject to all fees.

### **Room and Board**

The semester cost for room and board is \$2,400.00 for those students living on-campus. Off-semester weekly room and board is \$125.00 per week. During summer and winter breaks, those students wishing to occupy the dormitories must be approved by the Administration. All college rules of conduct set forth in the Student Handbook apply to all persons occupying the dormitories during these periods. Students with health-related dietary needs may request a special dietary plan for an additional fee of \$375.00 per semester.

Only married students, students twenty-five or older, or single students living with their parents or immediate family members are permitted to live off campus. This includes students staying for summer and winter break. It also applies to both full and part-time students.

## **EXPLANATION OF FEES**

### **Application Fee**

A \$60.00 application fee must accompany any application for admission to West Coast Baptist College. This fee covers the cost of completing the acceptance process. This fee is non-refundable.

### **Automobile Registration Fee**

The automobile registration fee of \$30.00 is required from each student for each automobile that will be used on campus. At the time of registration, the student will receive an automobile registration sticker that must be placed on the windshield for identification purposes and privileges.

### **Bicycle Registration Fee**

The bicycle registration fee of \$5.00 is required from each student for each bicycle that will be used on campus. At the time of registration, the student will receive a registration sticker that must be placed on their bicycle for identification purposes and privileges.

### **Computer and Technology Fee**

The general computer and technology fee of \$105.00 allows all students full access to our computer labs, a student email account, monitored/filtered internet service, access to theological journals through Galaxie Theological Journals and access to the Online Computer Library Center (OCLC) which supplies full text books, bibliographic material, and abstracts across a multiplatform of academic subjects. Additionally, this fee is used to maintain the Student Information System and its student portal access that provides each student with online access to grades, attendance, student financial accounts, and other vital campus services.

### **Graduation Fee**

The \$175.00 graduation fee is for second semester seniors only. The graduation fee includes the expense of the diploma, the rental of academic regalia, and other costs associated with the graduation service. It does not include the cost of graduation announcements.

### Miscellaneous/Lab Fees

Individual lab fees will be charged at the time of registration for particular courses which require lab work and extra materials. These courses and lab costs are listed below.

Biology . . . . .	\$45.00	Music Notation . . . . .	\$30.00
Chemistry . . . . .	\$60.00	Music Seminar Lab . . . . .	\$30.00
Children's Literature . . . . .	\$75.00	Music Theory . . . . .	\$30.00
College Choir . . . . .	\$30.00	Music Theory Lab . . . . .	\$30.00
Computer Lab . . . . .	\$30.00	Orchestra . . . . .	\$30.00
English Portfolio . . . . .	\$75.00	Physics . . . . .	\$30.00
Graphic Design . . . . .	\$50.00	Piano Lab . . . . .	\$30.00
Home Economics . . . . .	\$50.00	Private Piano/Voice . . . . .	\$252.00
Internet and Ministry . . . . .	\$50.00	Student Teaching . . . . .	\$30.00
Media Lab . . . . .	\$75.00	Web Development . . . . .	\$50.00
Methods and Materials . . . . .	\$100.00		

### Late Registration

There will be a late registration fee of \$100.00 applied to a student's account if the student does not complete registration within the time allotted for registration at the beginning of each semester. This fee is non-refundable.

### New Student ID Fee

All new students will be charged a new ID fee of \$10.00. This will only be charged their first semester of college. If at any time a student needs a replacement ID card, the cost will be \$15.00 for a replacement. This fee is non-refundable.

### Post Office Box Rental Fee

The post office box rental fee is \$5.00. At the time of registration the student will receive a post office box number and key for the on-campus post office. This fee is refundable at the end of the student's last semester. There is a charge of \$5.00 for keys that need to be replaced.

### Registration and Matriculation

The registration and matriculation fee of \$100.00 helps defray processing costs related to the matriculation process for each semester.

### Special Dietary Meals Fee

The WCBC food service department serves nutritional meals to our students every day with the exception of Thanksgiving and Christmas Day. On those days, students staying on campus are hosted by families of Lancaster Baptist Church. The goal of our food service personnel is to offer a variety of delicious, nutritional meals.

If a student has specific dietary limitations due to health needs (this could include gluten free, high protein, lactose intolerant, and vegetarian among others), a special diet will be prepared specifically for that individual and with his detailed specifications in mind. A fee of \$375.00 per semester will help cover the cost of the special diet.

### **Student Activity**

The \$90.00 student activity fee covers required college activities throughout the course of the semester. All privileges covered by the student activity fee are forfeited if a student withdraws for any reason during the semester.

### **Yearbook**

The \$80.00 yearbook fee is required for one semester each year to cover the annual cost of producing the college yearbook.

If you will not be returning to school and would like your yearbook mailed to you, there is a \$10 fee that must be paid to the finance office. If the yearbook needs to be shipped internationally, the fee will be based on the country to which it will be sent.

### **Miscellaneous Costs**

Laundry, textbooks, school supplies, personal supplies, and incidental totals will depend on the individual student.

## **APPLICATION OF PAYMENTS**

Payments will be applied to student accounts in the following order: first, to outstanding late fee(s); second, to past due invoices; and third, to current invoices.

### **Payment Procedure**

The expenses of room, board, fees, and tuition for the college semester must be paid for by the semester. A student should not plan to enroll who does not have a minimum of twenty percent of the total balance at the time of financial registration. Prior to mid-term examinations, a minimum of forty percent of the total balance must be paid or the student may be asked to withdraw, and no credit for classes will be given. Prior to final examinations, all student balances must be paid in full. Students unable to take finals due to financial balances must remain on campus and attend all functions. As soon as the balance is paid off, the student may take his or her examinations. Students may re-enroll for the following semester only if the previous balance has been paid off and examinations have been taken before the end of registration week of the new semester.

The WCBC payment plan is based on five payments of twenty percent of the total due for the semester, the first payment being due at registration. It is essential that all accounts be paid on time. WCBC receives no government funds or assistance from state or denominational sources, thus the college depends upon regular income to cover the cost of faculty, staff, and operating expenses.

To meet the additional expenses of bookkeeping and collection, additional charges must be imposed when accounts are not paid on the day they are due. All past-due accounts will be assessed a late charge in the amount of \$20.00 per payment. A \$35.00 charge will apply to any check returned by the bank.

### Payment

Student accounts may be paid by cash, check, money order, debit, Visa, MasterCard, American Express, or Discover Card. An authorization form is available for students to have charges placed on their credit card. It may be obtained from the Financial Office. Credit card payments may also be made online at [wcbc.edu](http://wcbc.edu).

### Full-Payment Discount

For full-time, non-scholarship recipient students able to pay their bill in full at registration, a \$100.00 credit will be applied to their tuition charges for the semester. Full-time students who receive a scholarship will receive a \$50.00 credit for paying their bill in full at registration. This discount is available for both Fall and Spring semesters. It is not available for the online program. Students must complete the semester to earn the discount.

### Post-Dated Checks

Post-dated checks are not accepted and will not prevent a late fee from being assessed.

## TUITION AND FEES REFUND POLICY

1. 100% refund if withdrawn in the first two weeks.
2. Withdrawal between weeks 3 and 9, the refund will be calculated on a pro rata basis (**e.g., a student withdrawing in week 7 would receive a 50% refund**).
3. No refund is given after week 9.
4. This illustration is based on a 14-week semester schedule.
5. Room and Board Fees will be refunded entirely on a pro rata basis.
6. See fee descriptions for non-refundable fees.

## CANCELLATION AND WITHDRAWAL POLICIES

After a student has enrolled for a semester at West Coast Baptist College (WCBC), any action that would cause the student to leave college before completing the semester, whether voluntary or involuntary, will be considered a withdrawal. These are the guidelines that govern withdrawals:

1. To withdraw from the college with official approval, a student must have a Withdrawal Form properly executed by the Dean's office.

2. A student whose withdrawal is officially approved and whose departure is after the end of the first two weeks of classes (including the drop/add week) will owe tuition and fees for the semester according to the following schedule:
  - a. Withdrawal during the first two weeks (**full refund**)
  - b. Withdrawal between the third and ninth week (**prorated refund**)
  - c. Withdrawal after the ninth week (**no refunds**)
3. A student who leaves the college without officially withdrawing will be liable for the full tuition and all fees.

Students must complete the semester to earn any scholarship or discount that they have been awarded. Withdrawals prior to the end of the semester will result in the loss of the entire scholarship or discount.

If the student is a dorm resident and withdraws, the student will owe room and board charges at a pro-rated amount based on their length of stay.

### **Charges and Fees**

The purpose for each fee and charge is fully explained on page 60. Fees charged directly through the enrollment process are listed on page 60. College Administration reserves the right to modify fees at any time. Fees and expenses not charged directly through the enrollment process include, but are not limited to: job shuttle fares, vehicle registration fees, books, class supplies and materials (e.g., notes, paper, folders, pens, etc.). These items are available through the college offices and/or the Campus Bookstore. The need for these items varies widely from student to student and is beyond the scope of the standard enrollment process.

### **TRANSCRIPTS**

Official transcript requests may be made by the student online at [wbc.edu/transcript-request](http://wbc.edu/transcript-request). Our electronic transcript provider, Parchment Inc., will provide our official transcripts directly to the person or place designated at the time of the request. There will be a \$12.00 fee for each print and mail official transcript request, or a \$9.50 fee for each electronic official transcript request. Parchment will charge an additional \$2.50 for international delivery. Students should allow 5 business days for the request to be processed. If a transcript is required sooner than this, the student may pay for express delivery through Parchment. An unofficial transcript may be requested by emailing [registrar@wbc.edu](mailto:registrar@wbc.edu) and will be sent directly to the person requesting it. Graduates and current students can access their unofficial transcript on their portal. No transcript will be released if the student's account with the Finance Office shows a balance due.



## **FINANCIAL AID**

West Coast Baptist College offers its students a variety of financial aid resources including ongoing financial and employment counseling, a student employment program, several institutional scholarships, and direct support from the Student Assistance Fund.

### **Financial and Employment Counseling**

The Office of Financial Aid provides students with a list of employers known to be hiring as well as personal coaching, orientations, and workshops on how to find a job, how to succeed in an interview, and how to build an effective resume. To receive these resources, students should contact the Office of Financial Aid at 888.694.9222 or visit the office which is located in the second floor of the North Auditorium.

### **Student Work Study Program**

The Work Study Program is available to full-time, dormitory students. Participants are paid employees of the college. The participant's net pay is applied directly to his or her account as earned. Each job is to be viewed as service to the Lord. A work study employee's work performance must be satisfactory to continue in this program. To apply for a position, students must submit the application available at [wbc.edu/work-study-application](http://wbc.edu/work-study-application).

### **Student Assistance Fund**

The Student Assistance Fund is a general student aid program funded by donors. Awards are issued by college staff under the direction of the Director of Financial Aid. To request support, students should download, print, and complete the Application for Student Assistance available on the student portal and submit the completed form to the Office of Financial Aid.

### **Institutional Scholarships**

West Coast Baptist College provides a number of institutional scholarships. While each scholarship has specific requirements, the following general requirements are necessary for a student to receive any of the below applications:

1. Students may only receive one scholarship.
2. Students must maintain a 2.5 GPA in the previous semester to retain these scholarships. Failure to meet the GPA requirement will cause the student to lose the scholarship for a semester. Students who restore their GPA to 2.5 for an entire semester will then be eligible to reapply for this scholarship in the following semester.
3. Students must complete their semester to earn the scholarship.
4. Scholarships are only available to single, full-time, on-campus students, except for the Kerusso Scholarship.

5. Scholarships will be awarded to graduating high school seniors.
6. Current WCBC students or transfer students are not eligible except for the Christian Worker's Scholarship.
7. Scholarships do not apply to audited or online courses.
8. Scholarships only apply to undergraduate programs and the One Year Bible certificate program.
9. Scholarships may only be awarded to students who submit the application hosted at [wcbc.edu/admissions/scholarships](http://wcbc.edu/admissions/scholarships).
10. Applications for all scholarships are due on or before the first day of classes of the semester in which the scholarship is used.

### **Spiritual Leader Scholarship**

This scholarship has a maximum benefit of \$1,000.00. Those who qualify will receive a discount of up to \$250.00 per semester for the student's first four semesters. This scholarship may be awarded to a graduating senior who has displayed a heart for God in his faithfulness to the Lord's work in the areas of service and soulwinning. This scholarship can be applied for with the recommendation of your pastor or principal. One student per graduating class of a school or church youth group may receive this scholarship.

### **Academic Excellence Scholarship**

This scholarship has a maximum benefit of \$1,000.00. Those who qualify will receive a discount of up to \$250.00 per semester for the student's first four semesters. This scholarship may be awarded to a graduating senior who has consistently excelled in academics. Students who have maintained a GPA of 3.75 or higher in high school and who graduate as Valedictorian or Salutatorian of his graduating class of six or more may apply.

### **Victory Scholarship**

This scholarship has a maximum benefit of \$1,000.00. Those who qualify will receive a discount of up to \$250.00 per semester for the student's first four semesters. This scholarship may be awarded to a graduating senior who has exhibited tremendous character and faithfulness through difficulty in his high school years. This scholarship can be applied for with a pastor's or principal's recommendation. One student per graduating class of a school or church youth group may receive this scholarship.

### **Achievement Test Scholarship**

This scholarship has a maximum benefit of \$2,000.00. Those who qualify will receive a discount of up to \$250.00 per semester for the student's four-year undergraduate program. This scholarship is not available to transfer students. Students achieving a minimum ACT composite score of 25 or a minimum composite SAT score of 1210 are eligible to receive this scholarship. (The SAT composite is the total of the math score and the highest of the critical reading and the writing scores.)

### **Music Scholarship**

This scholarship has a maximum benefit of \$1,000.00. Those who qualify will receive a discount of up to \$250.00 per semester for the student's first four semesters in the music major program. This scholarship is not available to transfer students. This scholarship is available upon pastoral recommendation to a graduating senior who is a faithful member and vital participant in his local church music ministry.

### **Christian Worker's Scholarship**

This scholarship has a maximum benefit of \$8,000.00. This scholarship is pro-rated on the basis of need and has a maximum benefit of \$1,000.00 toward the tuition cost for each semester up to four years. Eligibility will be validated each semester. This undergraduate scholarship is awarded to single, dependent students between the ages of 17 and 23 for young men and between the ages of 17 and 25 for young ladies. Qualification is based on both the student's head-of-household being in full-time, like-minded faith and practice Christian ministry, and that family's primary source of income coming from ministry employment.

### **Alumni Scholarship**

This scholarship has a maximum benefit of \$1,000.00. Those who qualify will receive a discount of up to \$250.00 per semester for the student's first four semesters. This scholarship may be awarded to a graduating senior who has a parent who has graduated from WCBC. If the primary source of income from the household is from full-time Christian ministry, the student should apply for the Christian worker's scholarship.

### **Kerusso Scholarship**

This scholarship has a maximum benefit of \$4,000.00. Those who qualify will receive a discount of up to \$1,000.00 per semester for the student's first four semesters. This scholarship is available to incoming freshmen men who are full-time students, living on or off campus, who have God's calling on their lives to preach. This scholarship may be applied for with the recommendation of your pastor. This scholarship is not available to online students, nor is it available to students enrolled in a Music, Education, or One Year Bible Program. A freshman converting from the One Year Bible Program can participate and will be eligible for up to two semesters of this scholarship.

### **Athletic Scholarship**

This scholarship has a maximum benefit of \$1,500 per semester and will be applied at the time the second installment is due. If a recipient reaches level three campusing due to disciplinary infractions or fails to maintain a consistent Christian service record he will forfeit the scholarship for the same semester. All general scholarship requirements listed above also apply to the Athletic Scholarship. Athletic scholarships are awarded on a year-by-year basis and the amount is determined by the Administration and Athletic Department. Recipients must reapply each academic year and have a signed Athletic

Scholarship Contract on file before the second installment due date of each relevant semester. This scholarship is only offered to full-time students who are enrolled in the One Year Bible program, a four-year bachelor's degree program, or a master's degree program and who are recommended to the administration by the head coach. To apply, students must submit the scholarship application available at [wbc.edu/admissions/scholarships](http://wbc.edu/admissions/scholarships) by August 15th for the fall semester and January 15 for the spring semesters. Recipients will be informed of an award by letter from the Executive Vice President.

### **Married Student's Program**

Spouses of full-time students will receive three credit hours free per semester; however, all fees will apply. If one spouse is receiving a college scholarship, then the other spouse must pay full tuition. Married, head-of-household, undergraduate, full-time students may enroll their children in Lancaster Baptist School at a discounted rate.

# COURSES OF STUDY

## OVERVIEW

West Coast Baptist College has three undergraduate and three graduate programs, each designed to equip the student to fulfill the mission of training laborers for His harvest. Each of these will focus on developing the student in areas that are specific to his chosen field. Along with this, each undergraduate program, which can only be completed on campus, has a core requirement of thirty-six credits in general education. For a listing of the general education requirements, see page 99.

## BIBLE PROGRAM

As a Bible college, each undergraduate student majors in Bible. This program provides the foundation for equipping students to effectively fulfill God's purpose in their lives. Beyond the thirty-six core Bible credits, students may also choose a ministry concentration. Each concentration is designed to prepare students to effectively serve in a local church. The student who graduates from the Bible program shall be able to:

1. Demonstrate an accurate knowledge of the Bible. (2 Timothy 2:15)
2. Utilize significant interpretative data regarding historical, geographical, cultural, theological background, and themes of the Scriptures.
3. Articulate the historic Baptist faith and distinctives.
4. Communicate God's Truth lovingly and effectively to believers and unbelievers.

## One Year Bible

The one year Bible certificate is designed for those students who are not certain of God's will but still want at least one year of Bible college. These classes are the heart of our Bible department and will equip the student with the tools that are needed to adequately know what the Bible teaches. Each of these classes also transfer into any four-year degree program at West Coast Baptist College should God lead the student to further his training. Below is a prescribed sequence of course study for this concentration.

Freshman Fall		Hours	Freshman Spring		Hours
AP 101	Apologetics	3	BI 102	New Testament Survey	3
BI 101	Old Testament Survey	3	BI 201	Life of Christ	3
BI 110	Survey of Bible Doctrines	3	BI 212	Romans	2
PT 100	Practical Theology	1	BI 291	Methodical Bible Studies	2
PT 111	Personal Evangelism	2	PT 100	Practical Theology	1
	Bible or General Elective	4		Bible or General Elective	5
		<b>16</b>			<b>16</b>

**Total—32 credit hours**

*\*This class is for men only and will be taken both semesters. Ladies may take Ministry Women, Ruth and Esther, or Women of the Bible.*

**Optional Proficiency (see page 85 for proficiency courses)**

Apologetics	Math
Biblical Counseling	Missions
Business (Women)	Music Education
Church Music	Science
Church Planting (Men)	Speech
English	Visual Productions
Evangelism	Web Development
Graphic Design	Youth
History	

**Secretarial Ministry Concentration†**

**Associate of Religious Education Degree**

This two year associates' program is designed to prepare ladies for ministry in a church or Christian school office. This program includes mentoring by godly instructors who have served in secretarial positions as well as a capstone course entitled Office Practical. During this hands-on training, the student is able to put into practice all that has been taught in the classroom. Below is a prescribed sequence of course study for this program.

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
CS 110	Basic Typing & Computer	3	BI 201	Life of Christ	3
EN 101	Grammar and Composition 1	3	CS 111	Word Processing	2
OR 101	Principles of Christian Living	2	CS 231	Business Communications	2
PT 111	Personal Evangelism	2	EN 102	Grammar and Composition 2	3
PT 311	Christian Marriage and Home	2	PT 106	Intro. to Biblical Counseling	2
	Bible Elective	2		Bible Elective	2
		<b>17</b>			<b>17</b>
<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 110	Survey of Bible Doctrines	3	AP 402	Biblical Ethics	2
BU 201	Principles of Administration	3	BI 231	Intro. to Dispensationalism	2
CS 102	Secretarial Computer 1	2	BI 401	Baptist History & Distinctives	3
CS 222	Records Management	2	CS 103	Secretarial Computer 2	2
PT 307	Professional Training	2	CS 201	Office Management	2
VA 101	Media Foundations	2	CS 401	Office Practical	3
		<b>14</b>		Graphics Elective	2
					<b>16</b>

## Church Ministries Concentration<sup>†</sup>

### Bachelor of Religious Education Degree in Bible

The church ministries concentration prepares men and ladies for a variety of local church-related ministries. This field of study is broad in nature for the purpose of giving the student exposure to many facets of ministry. It is designed for the student who is interested in youth work, Christian education, and music. The core requirements in Bible and practical studies are identical to the emphases in pastoral theology, evangelism, or missions. This page includes a prescribed sequence of course study for this concentration.

#### Men

Freshman Fall		Hours	Freshman Spring		Hours
BI 101	Old Testament Survey	3	AP 301	Science and Faith	2
EN 101	Grammar and Composition 1	3	BI 102	New Testament Survey	3
OR 101	Principles of Christian Living	2	BI 201	Life of Christ	3
PT 100	Practical Theology	1	BI 231	Intro. to Dispensationalism	2
PT 111	Personal Evangelism	2	EN 102	Grammar and Composition 2	3
SPCH 101	Freshman Speech	2	PT 100	Practical Theology	1
YM 101	Philosophy of Youth Ministries	3	PT 106	Intro. to Biblical Counseling	2
		<b>16</b>			<b>16</b>

Sophomore Fall		Hours	Sophomore Spring		Hours
BI 211	Acts	2	BI 291	Methodical Bible Studies	2
BI 212	Romans	2	BI 362	Theology 2	3
BI 361	Theology 1	3	MI 101	Introduction to Missions	2
HI 283	US History 1	3	MUPT 201	Theology of Worship	2
PT 100	Practical Theology	1	PT 100	Practical Theology	1
VA 101	Media Foundations	2		Bible Elective	2
	Math Elective*	3		General Elective	2
		<b>16</b>		General Elective	2
					<b>16</b>

Junior Fall		Hours	Junior Spring		Hours
BI 250	Genesis	3	BI 364	Theology 4	3
BI 363	Theology 3	3	BL 302	Greek 2	3
BL 301	Greek 1	3	HI 284	US History 2	3
PT 100	Practical Theology	1	PT 100	Practical Theology	1
PT 311	Christian Marriage and Home	2	PT 322	Homiletics 2	2
PT 321	Homiletics 1	2		Bible Elective	2
	General Elective	2		Youth Elective	2
		<b>16</b>			<b>16</b>

Senior Fall		Hours	Senior Spring		Hours
AP 401	Contemporary Theology	3	AP 101	Apologetics	3
BI 401	Baptist History & Distinctives	3	AP 402	Biblical Ethics	2
PT 100	Practical Theology	1	BI 311	Daniel & Revelation**	3
PT 307	Professional Training	2	PT 100	Practical Theology	1
PT 323	Homiletics 3	2	PT 401	Pastoral Counseling	2
	Bible Elective	2		Bible Elective	3
	Bible Elective	3		General Elective	3
		<b>16</b>			<b>17</b>

<sup>†</sup>This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

\*\*This course can be substituted with Book of Daniel or Revelation.



**Church Ministries Concentration<sup>†</sup>****Bachelor of Religious Education Degree in Bible****Women**

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
CS 110	Basic Typing	3	BI 201	Life of Christ	3
EN 101	Grammar and Composition 1	3	EN 102	Grammar and Composition 2	3
OR 101	Principles of Christian Living	2	PT 106	Intro. to Biblical Counseling	2
PT 111	Personal Evangelism	2	YM 113	Event Evangelism	2
SPCH 101	Freshman Speech	2		Bible Elective	3
	Bible Elective	2			<b>16</b>
		<b>17</b>			

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 110	Survey of Bible Doctrines	3	BI 231	Intro. to Dispensationalism	2
BI 212	Romans	2	BI 291	Methodical Bible Studies	2
VA 101	Media Foundations	2	ED 251	Methods and Materials	3
	Bible Elective	3	MI 101	Introduction to Missions	2
	Bible Elective	3		Bible Elective	2
	Math Elective*	3		Bible Elective	3
		<b>16</b>		General Elective	2
					<b>16</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
HI 283	US History 1	3	AP 301	Science and Faith	2
MU 100	Rudiments of Music	2	BI 250	Genesis	3
PT 311	Christian Marriage and Home	2	HI 284	US History 2	3
YM 101	Philosophy of Youth Ministries	3	PT 317	Counseling Women	2
	Bible Elective	3		General Elective	3
	Bible Elective	3		Youth Elective	2
		<b>16</b>			<b>15</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 401	Contemporary Theology	3	AP 101	Apologetics	3
BI 211	Acts	2	AP 402	Biblical Ethics	2
BI 401	Baptist History & Distinctives	3	BI 311	Daniel & Revelation**	3
ED 402	Teaching Bible to Children	2	ED 301	Child Development	2
PT 307	Professional Training	2		General Elective	3
	Bible Elective	2		General Elective	3
	General Elective	2			<b>16</b>
		<b>16</b>			

<sup>†</sup>This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

\*\*This course can be substituted with Book of Daniel or Revelation.

**Evangelism Concentration<sup>†</sup>****Bachelor of Religious Education Degree in Bible**

For men only, this concentration will equip the student for full-time itinerant work. Courses in ethics, practices and methods, the history of revivals and the study of evangelists, along with church planting and youth evangelism make up the core classes. These classes combined with the Bible concentration and required practical training develop the student for a ministry in this needed area.

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
EN 101	Grammar and Composition 1	3	BI 201	Life of Christ	3
OR 101	Principles of Christian Living	2	BI 231	Intro. to Dispensationalism	2
PT 100	Practical Theology	1	EN 102	Grammar and Composition 2	3
PT 111	Personal Evangelism	2	PT 100	Practical Theology	1
SPCH 101	Freshman Speech	2	PT 106	Intro. to Biblical Counseling	2
YM 101	Philosophy of Youth Ministries	3		Math Elective*	3
		<b>16</b>			<b>17</b>

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 212	Romans	2	BI 211	Acts	2
BI 361	Theology 1	3	BI 291	Methodical Bible Studies	2
CP 101	Intro. to Church Planting	2	BI 362	Theology 2	3
EV 210	History of Revivals	3	EV 221	Evangelist and Evangelism	3
HI 283	US History 1	3	MUPT 201	Theology of Worship	2
PT 100	Practical Theology	1	PT 100	Practical Theology	1
VA 101	Media Foundations	2		General Elective	2
		<b>16</b>			<b>15</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 250	Genesis	3	BI 364	Theology 4	3
BI 363	Theology 3	3	BL 302	Greek 2	3
BL 301	Greek 1	3	EV 310	Youth Evangelism	2
EV 301	Practices and Methods	2	HI 284	US History 2	3
PT 100	Practical Theology	1	PT 100	Practical Theology	1
PT 321	Homiletics 1	2	PT 322	Homiletics 2	2
	Bible Elective	3		General Elective	3
		<b>17</b>			<b>17</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 401	Contemporary Theology	3	AP 101	Apologetics	3
BI 311	Daniel & Revelation**	3	AP 402	Biblical Ethics	2
BI 401	Baptist History & Distinctives	3	EV 410	Evangelism Ethics	2
PT 100	Practical Theology	1	PT 100	Practical Theology	1
PT 323	Homiletics 3	2	PT 307	Professional Training	2
	Bible Elective	2	PT 311	Christian Marriage and Home	2
	General Elective	3		Bible Elective	2
		<b>17</b>		General Elective	2
					<b>16</b>

<sup>†</sup>This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

\*\*This course can be substituted with Book of Daniel or Revelation.

## Missions Concentration<sup>†</sup>

### Bachelor of Religious Education Degree in Bible

A concentration in missions includes courses in philosophy, practices, methods, the cults, deputation, and cultural anthropology. The men combine this with a strong Bible curriculum as well as courses in church planting, homiletics, and evangelism. The ladies in this concentration receive the mission training along with general courses in education, music, and secretarial skills. This page includes a prescribed sequence of course study for this concentration.

#### Men

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
EN 101	Grammar and Composition 1	3	BI 201	Life of Christ	3
OR 101	Principles of Christian Living	2	EN 102	Grammar and Composition 2	3
PT 100	Practical Theology	1	MI 101	Introduction to Missions	2
PT 111	Personal Evangelism	2	MUPT 201	Theology of Worship	2
SPCH 101	Freshman Speech	2	PT 100	Practical Theology	1
	General Elective	2	PT 106	Intro. to Biblical Counseling	2
<b>15</b>			<b>16</b>		

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 212	Romans	2	BI 211	Acts	2
BI 250	Genesis	3	BL 302	Greek 2	3
BL 301	Greek 1	3	MI 201	Philosophy of Missions	2
CP 101	Intro. to Church Planting	2	MI 333	Making of a Missionary	2
PT 100	Practical Theology	1	MI 444	Practical Missions Prep	2
PT 311	Christian Marriage and Home	2	PT 100	Practical Theology	1
	Bible Elective	2		Bible Elective	2
	Bible Elective	2		Math Elective*	3
<b>17</b>			<b>17</b>		

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 361	Theology 1	3	AP 201	Comparative Religions	2
BL 401	Greek 3 (or Foreign Language)	3	BI 231	Intro. to Dispensationalism	2
HI 283	US History 1	3	BI 362	Theology 2	3
MI 341	Cultural Anthropology	3	BL 402	Greek 4 (or Foreign Language)	3
PT 100	Practical Theology	1	HI 284	US History 2	3
PT 321	Homiletics 1	2	PT 100	Practical Theology	1
	Bible Elective	2	PT 322	Homiletics 2	2
<b>17</b>			<b>16</b>		

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 401	Contemporary Theology	3	AP 101	Apologetics	3
BI 291	Methodical Bible Studies	2	BI 311	Daniel & Revelation**	3
BI 363	Theology 3	3	BI 364	Theology 4	3
BI 401	Baptist History & Distinctives	3	PT 100	Practical Theology	1
PT 100	Practical Theology	1	PT 401	Pastoral Counseling	2
PT 323	Homiletics 3	2		General Elective	2
	Bible Elective	3		General Elective	2
<b>17</b>			<b>16</b>		

<sup>†</sup>This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

\*\*This course can be substituted with Book of Daniel or Revelation.

**Missions Concentration<sup>†</sup>****Bachelor of Religious Education Degree in Bible****Women**

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
CS 110	Basic Typing	3	BI 201	Life of Christ	3
EN 101	Grammar and Composition 1	3	BI 231	Intro. to Dispensationalism	2
OR 101	Principles of Christian Living	2	EN 102	Grammar and Composition 2	3
PT 111	Personal Evangelism	2	MI 101	Introduction to Missions	2
SPCH 101	Freshman Speech	2	YM 113	Event Evangelism	2
	Bible Elective	2		General Elective	2
		<b>17</b>			<b>17</b>

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 110	Survey of Bible Doctrines	3	AP 301	Science and Faith	2
BI 212	Romans	2	MI 201	Philosophy of Missions	2
BI 220	Pauline Epistles	2	PT 106	Intro. to Biblical Counseling	2
BI 250	Genesis	3	Language	Foreign Language	3
Language	Foreign Language	3		Bible Elective	2
	Bible Elective	3		General Elective	3
		<b>16</b>		Math Elective*	3
					<b>17</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
ED 402	Teaching Bible to Children	2	HI 284	US History 2	3
HI 283	US History 1	3	MI 333	Making of a Missionary	2
PT 311	Christian Marriage and Home	2	MI 444	Practical Missions Prep	2
YM 101	Philosophy of Youth Ministries	3		Bible Elective	3
	Bible Elective	3		Bible Elective	3
	General Elective	3		Bible Elective	3
		<b>16</b>			<b>16</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 401	Contemporary Theology	3	AP 101	Apologetics	3
BI 211	Acts	2	AP 201	Comparative Religions	2
BI 401	Baptist History & Distinctives	3	AP 402	Biblical Ethics	2
MI 341	Cultural Anthropology	3	BI 311	Daniel & Revelation**	3
PT 307	Professional Training	2		General Elective	3
	Bible Elective	3		General Elective	3
		<b>16</b>			<b>16</b>

<sup>†</sup>This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

\*\*This course can be substituted with Book of Daniel or Revelation.

## Pastoral Theology Concentration†

### Bachelor of Religious Education Degree in Bible

The pastoral theology concentration is for men only and includes not only a thorough Bible curriculum but also practical courses in church ministry, counseling, homiletics, leadership, biblical languages, Baptist history, and computers. This concentration prepares the student for the calling of pastor or for an assistant role on a church staff. This page includes a prescribed sequence of course study for this concentration.

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
EN 101	Grammar and Composition 1	3	BI 231	Intro. to Dispensationalism	2
OR 101	Principles of Christian Living	2	EN 102	Grammar and Composition 2	3
PT 100	Practical Theology	1	MI 101	Introduction to Missions	2
PT 111	Personal Evangelism	2	PT 100	Practical Theology	1
SPCH 101	Freshman Speech	2	PT 106	Intro. to Biblical Counseling	2
YM 101	Philosophy of Youth Ministries	3		Bible Elective	2
		<b>16</b>		General Elective	2
					<b>17</b>

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 212	Romans	2	BI 201	Life of Christ	3
BI 250	Genesis	3	BI 211	Acts	2
BL 301	Greek 1	3	BL 302	Greek 2	3
CP 101	Intro. to Church Planting	2	BU 202	Principles of Accounting	3
PT 100	Practical Theology	1	MUPT 201	Theology of Worship	2
	General Elective	3	PT 100	Practical Theology	1
	Math Elective*	3		General Elective	2
		<b>17</b>			<b>16</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 291	Methodical Bible Studies	2	BI 362	Theology 2	3
BI 361	Theology 1	3	BL 402	Greek 4 (or Foreign Language)	3
BL 401	Greek 3 (or Foreign Language)	3	HI 284	US History 2	3
HI 283	US History 1	3	PT 100	Practical Theology	1
PT 100	Practical Theology	1	PT 322	Homiletics 2	2
PT 311	Christian Marriage and Home	2		Bible Elective	2
PT 321	Homiletics 1	2		Bible Elective	2
		<b>16</b>			<b>16</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 401	Contemporary Theology	3	AP 101	Apologetics	3
BI 363	Theology 3	3	AP 402	Biblical Ethics	2
BI 401	Baptist History & Distinctives	3	BI 311	Daniel & Revelation**	3
PT 100	Practical Theology	1	BI 364	Theology 4	3
PT 307	Professional Training	2	PT 100	Practical Theology	1
PT 323	Homiletics 3	2	PT 401	Pastoral Counseling	2
	Media Elective	2		Bible Elective	2
		<b>16</b>			<b>16</b>

†This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

\*\*This course can be substituted with Book of Daniel or Revelation.

**Ministry Leadership and Administration Concentration<sup>†</sup>****Bachelor of Religious Education Degree in Bible**

This concentration is for men only who feel called to serve, but not necessarily to preach or teach behind a pulpit or lectern. This concentration equips students to serve in the areas of Bible, accounting, business, and media within the context of a local, New Testament church.

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
EN 101	Grammar and Composition 1	3	BI 231	Intro. to Dispensationalism	2
OR 101	Principles of Christian Living	2	EN 102	Grammar and Composition 2	3
PT 100	Practical Theology	1	PT 100	Practical Theology	1
PT 111	Personal Evangelism	2	PT 106	Intro. to Biblical Counseling	2
VA 101	Media Foundations	2	SPCH 101	Freshman Speech	2
	General Elective	3	VA 102	Design Technology	2
		<b>16</b>		Bible Elective	2
					<b>17</b>

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 212	Romans	2	BI 362	Theology 2	3
BI 361	Theology 1	3	BU 202	Principles of Accounting	3
BU 201	Principles of Administration	3	CS 201	Office Management	2
GD 221	Graphic Design 1	2	MI 101	Introduction to Missions	2
PT 100	Practical Theology	1	PT 100	Practical Theology	1
	Bible Elective	3		Bible Elective	3
	General Elective	2		Media Elective	2
		<b>16</b>			<b>16</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 291	Methodical Bible Studies	2	BI 364	Theology 4	3
BI 363	Theology 3	3	BU 302	General Finance	3
BU 301	Business Law	3	HI 284	US History 2	3
HI 283	US History 1	3	PT 100	Practical Theology	1
PT 100	Practical Theology	1	PT 307	Professional Training	2
	Media Elective	2		General Elective	2
	General Elective	3		Media Elective	2
		<b>17</b>			<b>16</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 101	Apologetics	3	AP 402	Biblical Ethics	2
BI 401	Baptist History & Distinctives	3	BI 201	Life of Christ	3
BU 401	Human Resources Mgmt.	3	BU 402	Ministry Leadership	3
CE 521	Christian School Admin.	3	PT 100	Practical Theology	1
PT 100	Practical Theology	1	VA 498	Visual Arts Portfolio	2
	Math Elective*	3		Bible Elective	2
	Media Elective	2		Bible Elective	2
		<b>18</b>			<b>15</b>

<sup>†</sup>This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

## Office Administration Concentration<sup>†</sup>

### Bachelor of Religious Education

The Office Administration concentration is designed to enhance the learning received at an associates' level in secretarial studies. This bachelor's program seeks to equip office managers within Christian ministries to effectively lead their offices to fulfill the work to which they have been called.

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
CS 110	Basic Typing & Computer	3	CS 111	Word Processing	2
EN 101	Grammar and Composition 1	3	CS 231	Business Communications	2
OR 101	Principles of Christian Living	2	EN 102	Grammar and Composition 2	3
PT 111	Personal Evangelism	2	PT 106	Intro. to Biblical Counseling	2
VA 101	Media Foundations	2	SPCH 101	Freshman Speech	2
	Bible Elective	2	VA 102	Design Technology	2
		<b>17</b>			<b>16</b>

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 212	Romans	2	BI 201	Life of Christ	3
BU 201	Principles of Administration	3	BU 202	Principles of Accounting	3
CS 102	Secretarial Computer 1	2	CS 103	Secretarial Computer 2	2
CS 222	Records Management	2	CS 201	Office Management	2
GD 221	Graphic Design 1	2	MI 101	Introduction to Missions	2
	Bible Elective	3		Math Elective*	3
	General Elective	3		Media Elective	2
		<b>17</b>			<b>17</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 231	Intro. to Dispensationalism	2	AP 101	Apologetics	3
HI 283	US History 1	3	BI 291	Methodical Bible Studies	2
PT 311	Christian Marriage and Home	2	HI 284	US History 2	3
	Business Elective**	3	PT 307	Professional Training	2
	Media Elective	2		Business Elective	3
	General Elective	4		Media Elective	2
		<b>16</b>			<b>14</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
BI 110	Survey of Bible Doctrines	3	AP 402	Biblical Ethics	2
BI 250	Genesis	3	BI 211	Acts	2
BI 401	Baptist History & Distinctives	3	BU 302	General Finance	3
CS 401	Office Practical	3	VA 498	Visual Arts Portfolio	2
	General Elective	2		Bible Elective	3
	Media Elective	2		Bible Elective	2
		<b>17</b>		General Elective	3
					<b>17</b>

<sup>†</sup>This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

\*\* Either BU 101, BU 401, or BU 402 will satisfy this requirement

## EDUCATION PROGRAM

Christian education is essential to the fulfillment of Christ's commission to the church. West Coast Baptist College places a focused effort on training the teachers of tomorrow for Christian schools around the world. Combining high quality teaching with a passion for Christ will enable graduates of this department to positively influence their future students. The capstone of this program is an seven-week student teaching experience in a Christian school. The student who graduates from the Education department shall be able to:

1. Display mastery of age-appropriate content from a biblical world view
2. Demonstrate ability to effectively communicate with students, parents, and administration
3. Utilize multiple teaching methods/styles/technology appropriate to grade level
4. Effectively manage classroom learning

### Elementary Education Concentration<sup>†</sup>

#### Bachelor of Religious Education Degree in Elementary Education

##### *Specific Concentration Requirements for Elementary Education:*

1. Six hours of science electives in addition to AP 301 Science and Faith and SC 401 Teaching Elementary Science
2. Six hours of history in addition to six hours of U.S. History electives and HI 401 Teaching Elementary History
3. Three hours of math in addition to MA 401 Teaching Elementary Math
4. Three hours of literature in addition to EN 404 Children's Literature
5. ED 403 Classroom Technology and ED 251 Methods and Materials
6. 50 hours of documented classroom observation prior to Student Teaching

### Men

Freshman Fall		Hours	Freshman Spring		Hours
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
EN 101	Grammar and Composition 1	3	BI 201	Life of Christ	3
HI 281	History of Civilization 1	3	BI 231	Intro. to Dispensationalism	2
OR 101	Principles of Christian Living	2	ED 226	Philosophy of Christian Ed.	2
PT 100	Practical Theology	1	EN 102	Grammar and Composition 2	3
PT 111	Personal Evangelism	2	HI 282	History of Civilization 2	3
SPCH 101	Freshman Speech	2	PT 100	Practical Theology	1
		<b>16</b>			<b>17</b>

<sup>†</sup>This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.



<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 363	Theology 3	3	AP 101	Apologetics	3
HI 283	US History 1	3	BI 212	Romans	2
MI 101	Introduction to Missions	2	BI 364	Theology 4	3
PT 106	Intro. to Biblical Counseling	2	ED 301	Child Development	2
SC 101	Biology 1	3	HI 284	US History 2	3
	General Elective	3	SC 202	Physical Science	3
		<b>16</b>			<b>16</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 361	Theology 1	3	AP 402	Biblical Ethics	2
BI 401	Baptist History & Distinctives	3	BI 362	Theology 2	3
ED 304	Teaching Reading	3	ED 251	Methods and Materials	3
ED 306	Teaching Language Arts	2	ED 403	Classroom Technology	2
EN 280	American Literature	3	EN 404	Children's Literature	2
SC 410	Teaching Elementary Science	2	HI 401	Teaching Elementary History	2
		<b>16</b>	PT 311	Christian Marriage and Home	2
					<b>16</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 301	Science and Faith	2	ED 411	Student Teaching	8
BI 291	Methodical Bible Studies	2	ED 430	Education Seminar	3
ED 337	El. Classroom Management	3	ED 441	Education Evaluations	2
ED 402	Teaching Bible to Children	2	ED 450	Integrating the Bible into All Subjects	1
MA 401	Teaching Elementary Math	2	ED 451	Practical Teaching Methods	1
	General Elective	3			<b>15</b>
	Math Elective*	3			
		<b>17</b>			

## Women

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
EN 101	Grammar and Composition 1	3	BI 201	Life of Christ	3
HI 281	History of Civilization 1	3	ED 226	Philosophy of Christian Ed.	2
MI 101	Introduction to Missions	2	EN 102	Grammar and Composition 2	3
OR 101	Principles of Christian Living	2	HI 282	History of Civilizations 2	3
PT 111	Personal Evangelism	2	PT 106	Intro. to Biblical Counseling	2
SPCH 101	Freshman Speech	2			<b>16</b>
		<b>17</b>			

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 110	Survey of Bible Doctrines	3	BI 231	Intro. to Dispensationalism	2
BI 212	Romans	2	ED 301	Child Development	2
HI 283	US History 1	3	HI 284	US History 2	3
SC 101	Biology 1	3	SC 202	Physical Science	3
	General Elective	3		Bible Elective	3
	General Elective	2		Math Elective*	3
		<b>16</b>			<b>16</b>

\*This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

**Elementary Education Women (cont.)**

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 401	Baptist History & Distinctives	3	AP 101	Apologetics	3
ED 304	Teaching Reading	3	AP 402	Biblical Ethics	2
ED 306	Teaching Language Arts	2	ED 251	Methods and Materials	3
EN 280	American Literature	3	ED 403	Classroom Technology	2
SC 410	Teaching Elementary Science	2	EN 404	Children's Literature	2
	General Elective	2	HI 401	Teaching Elementary History	2
	General Elective	2	PT 311	Christian Marriage and Home	2
		<b>17</b>			<b>16</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 301	Science and Faith	2	ED 411	Student Teaching	8
BI 291	Methodical Bible Studies	2	ED 430	Education Seminar	3
ED 337	El. Classroom Management	3	ED 441	Education Evaluations	2
ED 402	Teaching Bible to Children	2	ED 450	Integrating the Bible into All Subjects	1
MA 401	Teaching Elementary Math	2	ED 451	Practical Teaching Methods	1
	Bible Elective	2			
	Bible Elective	3			<b>15</b>
		<b>16</b>			

**Secondary Education Concentration<sup>†</sup>****Bachelor of Religious Education Degree in Secondary Education**

A student with a Secondary Education concentration will choose two proficiencies. The first proficiency must be chosen from the following list and include the requisite number of credit hours.

English-24

History-26

Science-24

Math-26

The second proficiency must include a minimum of 13 credit hours and be chosen from the following list. Required courses for the second proficiency are marked with an asterisk on pages 85-89.

Business (Women)

History

Music

Speech

English

Math

Science

All secondary education students are required to complete 50 hours of documented classroom observation prior to Student Teaching.

**Men**

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	AP 101	Apologetics	3
EN 101	Grammar and Composition 1	3	BI 102	New Testament Survey	3
MI 101	Introduction to Missions	2	EN 102	Grammar and Composition 2	3
OR 101	Principles of Christian Living	2	PT 100	Practical Theology	1
PT 100	Practical Theology	1	SPCH 101	Freshman Speech	2
PT 111	Personal Evangelism	2		(Choose from Prof. 1)	3
	(Choose from Prof. 1)	3		(Choose from Prof. 2)	2
		<b>16</b>			<b>17</b>

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 363	Theology 3	3	BI 212	Romans	2
ED 226	Philosophy of Christian Ed.	2	BI 362	Theology 2	3
HI 283	US History 1	3	BI 364	Theology 4	3
PT 106	Intro. to Biblical Counseling	2	HI 284	US History 2	3
	(Choose from Prof. 1)	3		(Choose from Prof. 1)	2
	(Choose from Prof. 1)	2		(Choose from Prof. 2)	3
	(Choose from Prof. 2)	2			<b>16</b>
		<b>17</b>			

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
AP 402	Biblical Ethics	2	BI 291	Methodical Bible Studies	2
BI 231	Intro. to Dispensationalism	2	ED 403	Classroom Technology	2
BI 361	Theology 1	3	ED 338	Sec. Classroom Management	3
PT 311	Christian Marriage and Home	2		(Choose from Prof. 1)	2
	(Choose from Prof. 1)	2		(Choose from Prof. 1)	2
	(Choose from Prof. 1)	2		(Choose from Prof. 2)	2
	(Choose from Prof. 2)	2		Math Elective*	3
		<b>15</b>			<b>16</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 301	Science and Faith	2	ED 411	Student Teaching	8
BI 201	Life of Christ	3	ED 430	Education Seminar	3
BI 401	Baptist History & Distinctives	3	ED 441	Education Evaluations	2
	(Choose from Prof. 1)	2	ED 450	Integrating the Bible into All Subjects	1
	(Choose from Prof. 2)	2			
	General Elective	4	ED 451	Practical Teaching Methods	1
		<b>16</b>			<b>15</b>

**Women**

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
ED 226	Philosophy of Christian Ed.	2	BI 201	Life of Christ	3
EN 101	Grammar and Composition 1	3	EN 102	Grammar and Composition 2	3
MI 101	Introduction to Missions	2	PT 106	Intro. to Biblical Counseling	2
OR 101	Principles of Christian Living	2	SPCH 101	Freshman Speech	2
PT 111	Personal Evangelism	2		(Choose from Prof. 2)	2
	Bible Elective	2		Bible Elective	2
		<b>16</b>			<b>17</b>

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
AP 101	Apologetics	3	BI 291	Methodical Bible Studies	2
BI 110	Survey of Bible Doctrines	3	ED 403	Classroom Technology	2
BI 212	Romans	2		(Choose from Prof. 1)	3
	(Choose from Prof. 1)	2		(Choose from Prof. 1)	3
	(Choose from Prof. 1)	3		(Choose from Prof. 2)	2
	(Choose from Prof. 2)	3		General Elective	3
		<b>16</b>		Math Elective*	3
					<b>18</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
AP 402	Biblical Ethics	2	BI 231	Intro. to Dispensationalism	2
HI 283	US History 1	3	ED 338	Sec. Classroom Management	3
PT 311	Christian Marriage and Home	2	HI 284	US History 2	3
	(Choose from Prof. 1)	2		(Choose from Prof. 1)	2
	(Choose from Prof. 1)	2		(Choose from Prof. 1)	2
	(Choose from Prof. 2)	2		(Choose from Prof. 2)	2
	Bible Elective	3		General Elective	3
		<b>16</b>			<b>17</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 301	Science and Faith	2	ED 411	Student Teaching	8
BI 401	Baptist History & Distinctives	3	ED 430	Education Seminar	3
	(Choose from Prof. 1)	3	ED 441	Education Evaluations	2
	(Choose from Prof. 1)	2	ED 450	Integrating the Bible into All	
	(Choose from Prof. 2)	2		Subjects	1
	Bible Elective	3	ED 451	Practical Teaching Methods	1
		<b>15</b>			<b>15</b>

## EDUCATION PROFICIENCIES

### Business (minimum 16 credits required)

BU 201	Principles of Administration*	3
CS 102	Secretarial Computer 1*	2
CS 103	Secretarial Computer 2*	2
CS 110	Basic Typing and Computer	3
CS 111	Word Processing	2
CS 201	Office Management	2
CS 222	Records Management	2
CS 231	Business Communications	2
VA 101	Media Foundations	2
	Media Elective	2

### Church Music (20 credits)

MU 121	Music Theory 1*	3
MU 123	Sight Singing & Ear Training 1*	1
MU 131	Music Theory 2*	3
MU 133	Sight Singing and Ear Training 2	1
MU 150	Voice Class	1
MU 202	Survey of Music History*	2
MU 233	Music Technology*	2
MU 315	Choral Conducting 1	2
MU 371	Ensemble	2
MUPT 201	Theology of Worship*	2
	Private Music Lessons*	2

### English (minimum 20 credits required)\*\*\*

EN 101	Grammar and Composition 1*	3
EN 102	Grammar and Composition 2	3
EN 201	Advanced Comp. and Grammar	2
EN 270	English Literature*	3
EN 280	American Literature*	3
EN 370	Creative Writing	2
EN 403	Shakespearean Literature	2
EN 404	Children's Literature	2
EN 410	Teaching English*	2
EN 422	English Portfolio	3

\*\*\*Students must take either EN 102 or EN 201.

\*Denotes required courses within this proficiency.

\*\*Denotes required for second proficiency.

**History (minimum 20 credits required)**

HI 205	World Geography	2
HI 210	Cold War History	2
HI 281	History of Civilization 1**	3
HI 282	History of Civilization 2**	3
HI 283	U.S. History 1	3
HI 284	U.S. History 2	3
HI 311	19th Century History	2
HI 312	Recent European History	2
HI 313	Recent American History	2
HI 314	American Documents 1	2
HI 315	American Documents 2	2
HI 321	World War II History	2
HI 331	American Civil War	2
HI 402	Teaching Secondary History	2

**Math (20 credits)\*\*\***

MA 101	Algebra 1**	3
MA 102	Algebra 2**	3
MA 201	Geometry**	3
MA 210	Trigonometry**	3
MA 301	Calculus 1	3
MA 302	Calculus 2	3
MA 402	Teaching Secondary Math	2
SC 401	Physics 1	3
SC 402	Physics 2	3

\*\*\*Students must take either MA 301 or MA 302 for second proficiency.

**Music Education (20 credits)**

MU 121	Music Theory 1*	3
MU 123	Sight Singing & Ear Training 1*	1
MU 131	Music Theory 2*	3
MU 133	Sight Singing & Ear Training 2*	1
MU 202	Survey of Music History*	2
MU 315	Choral Conducting 1*	2
MU 368	Teaching Elementary Music*** OR Any pedagogy class*	2
MU 371	Ensemble	2
MUPT 201	Theology of Worship Private Music Lessons	2

\*\*\*Required for Elementary Education Majors

\*Denotes required courses within this proficiency.

\*\*Denotes required for second proficiency.

**Science (minimum 18 credits required)\*\***

SC 101	Biology 1**	3
SC 102	Biology 2**	3
SC 201	Anatomy & Physiology	2
SC 202	Physical Science	3
SC 301	Chemistry 1**	3
SC 302	Chemistry 2**	3
SC 315	Chemistry Lab 1	1
SC 316	Chemistry Lab 2	1
SC 401	Physics 1	3
SC 402	Physics 2	3
SC 410	Teaching Science	2

\*\*\*Students must take either SC 401 or SC 402 for second proficiency.

**Speech (minimum 16 credits)**

SPCH 101	Freshman Speech	2
SPCH 102	Interpretive Speech	2
SPCH 202	Drama Club	-
SPCH 211	Play Acting	2
SPCH 302	Drama Productions	2
SPCH 310	Debate	2
SPCH 360	The Art of Storytelling	2
SPCH 401	Private Lessons*	3
SPCH 402	Private Lessons*	3
	Speech Recital*	-

\*Denotes required courses within this proficiency.

\*\*Denotes required for second proficiency.

## MUSIC PROGRAM

### Bachelor of Religious Education Degree in Bible

This concentration emphasizes the basic training in Bible and ministry which is characteristic of all concentrations. Additionally, this concentration involves study in the basic aspects of professional musicianship such as music theory, music history, and musical performance. The music concentration is divided into two areas of study: Church Music or Music Education. The Church Music emphasis prepares the student for ministry and leadership in local church music programs. The Music Education emphasis prepares the student for the variety of responsibilities and skills necessary for educational ministry. The pages that follow include a prescribed sequence of course study for each emphasis in this concentration. The student who graduates from the music department shall be able to:

1. Display competence in general musicianship
2. Demonstrate proficiency in an applied musical area
3. Exhibit competence in pedagogy, administration, and leadership in church and/or Christian school music
4. Articulate a biblically based philosophy of music and worship

### Requirements for graduation from the Music Program

1. Successfully complete of all required Bible, general education, and music courses with a passing grade. Sequence courses in the music program (e.g. Music Theory 1, 2, etc.) require a minimum passing grade of C or above in order to progress.
2. Successfully pass a jury in your area of proficiency each semester (6 semesters required).
3. Successfully pass the sophomore barrier in your area of proficiency after your fourth semester of private lessons.
4. Perform a Senior Music Recital at the end of your seventh semester of private lessons.

### Optional Proficiency (see page 85 for proficiency courses)

Apologetics	Visual Productions	Youth
Evangelism	Business (Women)	Missions
Speech	History	Church Planting (Men)
Biblical Counseling	Web Development	English
Graphic Design	Math	Science



## Church Music Concentration<sup>†</sup>

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
EN 101	Grammar and Composition 1	3	BI 362	Theology 2	3
MU 121	Music Theory 1	3	EN 102	Grammar and Composition 2	3
MU 123	Sight Singing and Ear Trng. 1	1	MU 131	Music Theory 2	3
MU 150	Voice Class	1	MU 133	Sight Singing and Ear Trng. 2	1
MU 301	West Coast Choir and Orchestra	1	MU 202	Survey of Music History	2
OR 101	Principles of Christian Living	2	MU 301	West Coast Choir and Orchestra	1
PT 111	Personal Evangelism	2		Private Lessons 2	1
	Private Lessons 1	1			<b>17</b>
		<b>17</b>			

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 211	Acts	2	BI 201	Life of Christ	3
BI 212	Romans	2	BI 231	Intro. to Dispensationalism	2
BI 361	Theology 1	3	MU 231	Music Theory 4	3
MU 221	Music Theory 3	3	MU 233	Keyboard Harmony	1
MU 223	Music Technology	1	MU 301	West Coast Choir and Orchestra	1
MU 301	West Coast Choir and Orchestra	1	MUPT 201	Theology of Worship	2
	Math Elective**	3	SPCH 101	Freshman Speech	2
	Private Lessons 3	1		Private Lessons 4 & Barrier	1
		<b>16</b>			<b>15</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 291	Methodical Bible Studies	2	AP 101	Apologetics	3
BI 363	Theology 3	3	BI 364	Theology 4	3
MU 302	History of Western Music	2	HI 284	US History 2	3
MU 315	Choral Conducting 1	2	MU 316	Choral Conducting 2	2
MU 371	Ensemble	1	MU 371	Ensemble	1
PT 100	Practical Theology*	1	PT 100	Practical Theology*	1
	Private Lessons 5	1	PT 106	Intro. to Biblical Counseling	2
	General Elective	3		Any music pedagogy class	2
		<b>15</b>		Private Lessons 6	1
					<b>18</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
HI 283	US History 1	3	AP 301	Science and Faith	2
MU 371	Ensemble	1	BI 401	Baptist History & Distinctives	3
MU 401	Sacred Music Literature	2	MU 371	Ensemble	1
MU 411	Arranging and Composition	2	MU 412	Orch. and Scoring Techniques	2
MU 481	Church Music Seminar 1	4	MU 471	Senior Music Recital	1
PT 100	Practical Theology*	1	MU 482	Church Music Seminar 2	4
PT 311	Christian Marriage and Home	2	PT 100	Practical Theology*	1
		<b>15</b>		Bible Elective	2
					<b>16</b>

<sup>†</sup>This class is for men only and will be taken both semesters. Ladies may take Ministry Women, Ruth and Esther, or Women of the Bible.

\*\*This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

**Music Education Concentration<sup>†</sup>**

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	AP 101	Apologetics	3
EN 101	Grammar and Composition 1	3	BI 102	New Testament Survey	3
MU 121	Music Theory 1	3	EN 102	Grammar and Composition 2	3
MU 123	Sight Singing and Ear Trng. 1	1	MU 131	Music Theory 2	3
MU 150	Voice Class	1	MU 133	Sight Singing and Ear Trng. 2	1
MU 301	West Coast Choir and Orchestra	1	MU 202	Survey of Music History	2
OR 101	Principles of Christian Living	2	MU 301	West Coast Choir and Orchestra	1
PT 111	Personal Evangelism	2		Private Lessons 2	1
	Private Lessons 1	1			<b>17</b>
		<b>17</b>			

<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 211	Acts	2	BI 201	Life of Christ	3
BI 291	Methodical Bible Studies	2	BI 231	Intro. to Dispensationalism	2
MU 221	Music Theory 3	3	MU 231	Music Theory 4	3
MU 223	Music Technology	1	MU 233	Keyboard Harmony	1
MU 301	West Coast Choir and Orchestra	1	MU 301	West Coast Choir and Orchestra	1
PT 106	Intro. to Biblical Counseling	2	MUPT 201	Theology of Worship	2
	Math Elective**	3	SPCH 101	Freshman Speech	2
	Private Lessons 3	1		Private Lessons 4 & Barrier	1
		<b>16</b>			<b>15</b>

<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 110	Survey of Bible Doctrines	3	ED 403	Classroom Technology	2
ED 226	Phil. of Christian Education	2	HI 284	US History 2	3
HI 283	US History 1	3	MU 316	Choral Conducting 2	2
MU 302	History of Western Music	2	PROF	(Choose from Ed. Prof.)	3
MU 315	Choral Conducting 1	2	PT 100	Practical Theology*	1
MU 368	Teaching Elementary Music	2	PT 311	Christian Marriage and Home	2
PT 100	Practical Theology*	1		Any music pedagogy class	2
	Private Lessons 5	1		Private Lessons 6	1
		<b>15</b>			<b>16</b>

<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
BI 212	Romans	2	AP 301	Science and Faith	2
BI 401	Baptist History & Distinctives	3	ED 337	El. Classroom Management	3
MU 461	Instrumental Methods 1	2	MU 462	Instrumental Methods 2	2
MU 491	Music Education Seminar 1	3	MU 471	Senior Music Recital	1
PROF	(Choose from Ed. Prof.)	3	MU 492	Music Education Seminar 2	3
PROF	(Choose from Ed. Prof.)	2	PROF	(Choose from Ed. Prof.)	3
PT 100	Practical Theology*	1	PROF	(Choose from Ed. Prof.)	2
		<b>16</b>			<b>16</b>

<sup>†</sup>This class is for men only and will be taken both semesters. Ladies may take Ministry Women, Ruth and Esther, or Women of the Bible.

\*\*This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

## CREATIVE ARTS PROGRAM

The Creative Arts program exists to equip ministry leaders to inspire, innovate, and influence for the cause of Christ. Innovative problem-solving, creativity, and visual communication through visual and performing arts are key components of this training. The Creative Arts program is designed exclusively to support projects and requirements unique to Christian ministry including graphic and interactive design, photography and video production, and speech and performing arts—all with a distinct ministry focus. Biblical studies also constitutes a significant portion of the program to equip students to apply their education in practical ministry functions. The student who graduates from the Creative Arts department shall be able to:

1. Articulate a biblical philosophy of the application of creative arts in ministry
2. Display competency in applied visual or auditory communicative skills in a chosen discipline
3. Perform research and develop innovative solutions in a chosen discipline within visual or performing arts
4. Create original works applicable to a chosen field of visual or performing arts by utilizing the creative process and workflow

### Visual Arts Concentration†

#### Bachelor of Religious Education Degree in Visual Arts

The Visual Arts concentration is for those who want to serve the Lord in ministry staff positions and to support the senior pastor by communicating the gospel and his vision through visual arts and creative media. Specific disciplines of study incorporated within this concentration include creativity, graphic design, interactive design, photography, and video production—each specifically applied to local church ministry. Practicums and internships provide opportunities for practical, hands-on experience and prepare the student for a wide range of ministry applications of visual arts.

#### *Specific Concentration Requirements for Visual Arts:*

1. Six credits of visual arts lab/practicum in applied design or visual/media production in alignment with the student's visual arts discipline
2. Three credits earned through a supervised visual arts internship with an approved ministry
3. Successful completion of a comprehensive visual arts portfolio of recent ministry-related design and visual/media production work in an acceptable presentation format.

#### **Total Credits: 128**

Bible Credits (including core): 44. General Education Credits: 30. Concentration-specific courses: 50. General Electives: 4.

## Visual Arts Concentration<sup>†</sup>

<b>Freshman Fall</b>		<b>Hours</b>	<b>Freshman Spring</b>		<b>Hours</b>
BI 101	Old Testament Survey	3	BI 102	New Testament Survey	3
CR 110	Creative Thinking	2	CR 111	Concept Development	2
EN 101	English Grammar/Comp 1	3	EN 102	English Grammar/Comp 2	3
OR 101	Principles of Christian Living	2	PT 106	Intro. to Biblical Counseling	2
PT 111	Personal Evangelism	2	SPCH 101	Freshman Speech	2
VA 101	Media Foundations	2	VA 102	Design Technology	2
VP 141	Photography 1	2	VP 142	Photography 2	2
		<b>16</b>			<b>16</b>
<b>Sophomore Fall</b>		<b>Hours</b>	<b>Sophomore Spring</b>		<b>Hours</b>
BI 212	Romans	2	BI 201	Life of Christ	3
BI 231	Intro. to Dispensationalism	2	BI 291	Methodical Bible Study	2
CR 212	Digital Storytelling	2	CR 213	Design Research Methods	2
GD 221	Graphic Design 1	2	GD 222	Graphic Design 2	2
ID 231	Web Development 1	2	ID 232	Web Development 2	2
	Bible Elective	3	MI 101	Introduction to Missions	2
	Math Elective**	3	VP 244	Video Production	3
		<b>16</b>			<b>16</b>
<b>Junior Fall</b>		<b>Hours</b>	<b>Junior Spring</b>		<b>Hours</b>
BI 110	Survey of Bible Doctrines	3	AP 301	Science and Faith	2
GD 323	Typography	2	GD 324	Print Production	2
HI 283	US History 1	3	HI 284	US History 2	3
ID 333	Interactive Design	2	ID 334	Wordpress Development	2
PT 100	Practical Theology*	1	PT 100	Practical Theology*	1
VA 371	Visual Arts Lab/Practicum 1	3	VA 372	Visual Arts Lab/Practicum 2	3
	Bible Elective	2		Bible Elective	3
		<b>16</b>			<b>16</b>
<b>Senior Fall</b>		<b>Hours</b>	<b>Senior Spring</b>		<b>Hours</b>
AP 101	Apologetics	3	PT 311	Christian Marriage and Home	2
BI 401	Baptist History & Distinctives	3	VA 499	Visual Arts Portfolio	4
GD 425	Branding Design	2	VP 446	Animation and 3D Graphics	2
VA 481	Visual Arts Internship	3		Bible Elective	3
	Bible Elective	3		Bible Elective	3
	General Elective	2		General Elective	2
		<b>16</b>			<b>16</b>

<sup>†</sup>This class is for men only and will be taken both semesters. Ladies may take Ministry Women, Ruth and Esther, or Women of the Bible.

\*\*This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement.

## GENERAL PROFICIENCIES

### Apologetics (minimum 16 credits required)

AP 101	Apologetics*	3
AP 201	Comparative Religions	2
AP 202	Modern Day Cults	2
AP 301	Science and Faith*	2
AP 313	Intro to Philosophy*	2
AP 401	Contemporary Theology	3
AP 402	Biblical Ethics	2
AP 403	Logic*	2

### Biblical Counseling (minimum 16 credits required)

BC 221	Counseling Youth Conflicts*	3
BC 222	Preventative Youth Counseling*	3
BC 231	Counseling Life-Dominating Problems	1
BC 301	Local Church Counseling 1	3
BC 302	Local Church Counseling 2	2
PT 106	Intro to Biblical Counseling*	2
PT 317	Counseling Women (women only)	2
PT 401	Pastoral Counseling (men only)	2

### Business (minimum 16 credits required)

BU 201	Principles of Administration*	2
CS 102	Secretarial Computer 1*	2
CS 103	Secretarial Computer 2*	2
CS 110	Basic Typing and Computer	3
CS 111	Word Processing	2
CS 201	Office Management	2
CS 222	Records Management	2
CS 231	Business Communications	2
VA 101	Media Foundations	2
	Media Elective	2

### Church Music (20 credits)\*\*\*

MU 121	Music Theory 1*	3
MU 123	Sight Singing & Ear Training 1*	1
MU 131	Music Theory 2*	3
MU 133	Sight Singing and Ear Training 2	1
MU 150	Voice Class	1
MU 202	Survey of Music History*	2
MU 233	Music Technology*	2
MU 315	Choral Conducting 1	2
MU 371	Ensemble	2
MUPT 201	Theology of Worship*	2
	Private Music Lessons*	2

\*\*\*Minimum courses required for Education Majors are marked with an asterisk.

\*Denotes required courses within this proficiency.

\*\*Denotes required for second proficiency.

**Church Planting (16 credits)**

CP 101	Introduction to Church Planting	2
CP 102	Biblical Foundations for Church Planting	2
CP 201	History of Church Planting	2
CP 202	Birth to Maturity as a Church Plant	2
CP 301	Developing a Church Planting Ministry	2
CP 302	Church Planting on the Mission Field	2
CP 401	Church Planting Methodology	2
PT 451	Ministry Internship	2

**English (minimum 20 credits required)\*\*\***

EN 101	Grammar and Composition 1*	3
EN 102	Grammar and Composition 2	3
EN 201	Advanced Comp. and Grammar	2
EN 270	English Literature*	3
EN 280	American Literature*	3
EN 370	Creative Writing	2
EN 403	Shakespearean Literature	2
EN 404	Children's Literature	2
EN 410	Teaching English*	2
EN 422	English Portfolio	3

\*\*\*Students must take either EN 102 or EN 201.

**Graphic Design (16 credits)\*\*\***

GD 221	Graphic Design 1	2
GD 222	Graphic Design 2	2
GD 323	Typography	2
GD 324	Print Production	2
GD 425	Branding Design	2
VA 101	Media Foundations	2
VA 102	Design Technology	2
VA 498	Visual Arts Portfolio	2

\*\*\*Students may substitute classes within the Graphic Design, Web Development, and Visual Productions proficiencies upon approval by the head of the Creative Arts Department.

**History (minimum 20 credits required)**

HI 205	World Geography	2
HI 210	Cold War History	2
HI 281	History of Civilization 1**	3
HI 282	History of Civilization 2**	3
HI 283	U.S. History 1	3
HI 284	U.S. History 2	3
HI 311	19th Century History	2
HI 312	Recent European History	2

\*Denotes required courses within this proficiency.

\*\*Denotes required for second proficiency.

HI 313	Recent American History	2
HI 314	American Documents 1	2
HI 315	American Documents 2	2
HI 321	World War II History	2
HI 331	American Civil War	2
HI 402	Teaching Secondary History	2

**Math (20 credits)\*\*\***

MA 101	Algebra 1**	3
MA 102	Algebra 2**	3
MA 201	Geometry**	3
MA 210	Trigonometry**	3
MA 301	Calculus 1	3
MA 302	Calculus 2	3
MA 402	Teaching Secondary Math	2
SC 401	Physics 1	3
SC 402	Physics 2	3

\*\*\*Students must take either MA 301 or MA 302 for second proficiency.

**Missions—Linguistic (minimum 16 credits required)**

AP 302	History of the English Bible	2
BL 301	Greek 1*	3
BL 302	Greek 2*	3
EN 201	Advanced Comp. and Grammar	2
MI 101	Introduction to Missions	2
MI 201	Philosophy of Missions	2
MI 333	Making of a Missionary	2
MI 341	Cultural Anthropology	2
MI 444	Practical Missions Preparation	2

**Music Education (20 credits)\*\*\***

MU 121	Music Theory 1*	3
MU 123	Sight Singing & Ear Training 1*	1
MU 131	Music Theory 2*	3
MU 133	Sight Singing & Ear Training 2*	1
MU 315	Choral Conducting 1*	2
MU 202	Survey of Music History*	2
MU 368	Teaching Elementary Music*	2
	OR Any pedagogy class*	
MU 371	Ensemble	2
MUPT 201	Theology of Worship	2
	Private Music Lessons	2

\*\*\*Minimum courses required for Education Majors are marked with an asterisk  
Teaching Elementary Music is required for Elementary Education majors.

\*Denotes required courses within this proficiency.

\*\*Denotes required for second proficiency.

**Science (minimum 18 credits required)\*\*\***

SC 101	Biology 1**	3
SC 102	Biology 2**	3
SC 201	Anatomy & Physiology	2
SC 202	Physical Science	3
SC 301	Chemistry 1**	3
SC 302	Chemistry 2**	3
SC 315	Chemistry Lab 1	1
SC 316	Chemistry Lab 2	1
SC 401	Physics 1	3
SC 402	Physics 2	3
SC 420	Teaching Secondary Science	2

\*\*\*Students must take either SC 401 or SC 402 for second proficiency.

**Speech (minimum 16 credits)**

SPCH 101	Freshman Speech	2
SPCH 102	Interpretive Speech	2
SPCH 202	Drama Club	-
SPCH 211	Play Acting	2
SPCH 302	Drama Productions	2
SPCH 310	Debate	2
SPCH 360	The Art of Storytelling	2
SPCH 401	Private Lessons*	3
SPCH 402	Private Lessons*	3
	Speech Recital*	-

**TESOL (17 credits)\*\*\***

ED 304	Teaching Reading	3
EN 201	Advanced Comp. and Grammar	2
EN 410	Teaching English	2
TESL 101	TESOL 1 (Cross-Cultural studies)	2
TESL 102	TESOL 2 (Pedagogy)	2
TESL 103	TESOL 3 (Linguistics)	2
TESL 104	TESOL 4 (ESL Grammar Structures)	2
TESL 105	TESOL 5 (Teaching Practicum)	2

\*Denotes required courses within this proficiency.

\*\*Denotes required for second proficiency.



**Visual Productions (16 credits)\*\*\***

GD 221	Graphic Design 1	2
VA 101	Media Foundations	2
VA 102	Design Technology	2
VP 141	Photography 1	2
VP 142	Photography 2	2
VP 244	Video Production	3
VA 498	Visual Arts Portfolio	2

\*\*\*Students may substitute classes within the Graphic Design, Web Development, and Visual Productions proficiencies upon approval by the head of the Creative Arts Department.

**Web Development (16 credits)\*\*\***

GD 221	Graphic Design 1	2
ID 231	Web Development 1	2
ID 232	Web Development 2	2
ID 333	Interactive Design	2
ID 334	WordPress Development	2
VA 101	Media Foundations	2
VA 102	Design Technology	2
VA 498	Visual Arts Portfolio	2

\*\*\*Students may substitute classes within the Graphic Design, Web Development, and Visual Productions proficiencies upon approval by the head of the Creative Arts Department.

**Youth (minimum 16 credits required)**

BC 221	Counseling Youth Conflicts	3
BC 222	Preventative Youth Counseling	3
EV 310	Youth Evangelism	2
YM 101	Philosophy of Youth Ministries*	3
YM 113	Event Evangelism	2
YM 210	Relationships and Ministry	2
YM 313	Christian Camping and Retreats	2

\*Denotes required courses within this proficiency.

\*\*Denotes required for second proficiency.

## GENERAL EDUCATION PROGRAM

At the foundation of each degree is a prescribed number of core classes. The student who completes the general education core shall be able to:

1. Demonstrate proficiency in life-long ministry skills
2. Display the knowledge, abilities, skills, and biblical worldview to serve society responsibly
3. Utilize problem-solving techniques
4. Organize, manage, and present data with appropriate software applications

The required credits are reflective of each four year degree. Each two year degree requires half of the total amount of general education courses.

### English (Required 6 Hrs)

EN 101	Grammar and Composition 1	3	(required)
EN 102	Grammar and Composition 2	3	(required)
EN 270	English Literature	3	(elective)
EN 280	American Literature	3	(elective)
EN 403	Shakespearean Literature	2	(elective)

### History (Required 9 Hrs)

BI 401	Baptist History & Distinctives	3	(required)
HI 283	US History 1 (or a 3-hr equivalent)	3	(required)
HI 284	US History 2 (or a 3-hr equivalent)	3	(required)
HI 281	History of Civilization 1	3	(elective)
HI 282	History of Civilization 2	3	(elective)
HI 311	19th Century History	2	(elective)
HI 312	Recent European History	2	(elective)
HI 313	Recent American History	2	(elective)
HI 321	World War II History	2	(elective)

### Communications (Required 4 Hrs)

SPCH 101	Freshman Speech	2	(required)
PT 311	Christian Marriage and Home	2	(required)

### Math (Required 2 Hrs)

MA 100	College Math	3	(elective)
PT 221	Church Finances	2	(elective)
MA 101	Algebra 1	3	(elective)

### Seminar (Required 2 Hrs)

OR 101	Principles of Christian Living	2	(required)
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### Science (Required 2 Hrs)

AP 301	Science and Faith	2	(required)
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**Psychology and Counseling (Required 2 Hrs)**

PT 106      Intro. to Biblical Counseling                  2                  (required)

**Electives (Required 11 Hrs)**

1. Students pursuing a bachelor's degree will be able to choose six credits of additional general education courses.
2. These may be chosen from the electives listed above, or from any courses in the catalog that are marked as a general elective course.



**ONLINE UNDERGRADUATE  
STUDIES**

**ONLINE STUDENT COSTS PER SEMESTER**  
*(ACADEMIC YEAR 2020-2021)***TUITION**

Tuition (per credit rate for 1-4 credits in a term)	\$350.00
Tuition (per credit rate for 5-9 credits in a term)	\$250.00
Audit (per course)	\$99.00

**FEES**

Application (non-refundable)	\$100.00
Computer and Technology (per term)	\$100.00
Graduation	\$175.00

**BASIC COST****Tuition**

The tuition rate for online students taking 1-4 credit hours in a term is \$350.00 per credit hour. The tuition rate for online students taking 5-9 credit hours in a term is \$250.00 per credit hour.

**Audit Courses**

Courses may be audited for a fee of \$99.00 per course. There will be no grade given since audited courses are not taken for credit. Lab fees will apply for audited courses. Any student living in the dorm will be subject to all fees. Any student taking both audit and credit courses will be subject to all fees. Any student wishing to audit 11 or fewer credit hours will be subject only to the per credit hour audit fee. However, should a student wish to participate in student body activities or privileges, he/she will be subject to those particular fees. Any student wishing to audit 12 or more credit hours will be subject to all fees.

**EXPLANATION OF FEES****Application Fee**

A \$100.00 application fee must accompany any application for admission to West Coast Baptist College. This fee covers the cost of completing the acceptance process. This fee is non-refundable.

**Computer and Technology Fee**

The general computer and technology fee of \$100.00 per term allows all students full access to theological journals through Galaxie Theological Journals and access to the Online Computer Library Center (OCLC) which supplies full-text

books, bibliographic material, and abstracts across a multiplatform of academic subjects. Students also receive a student email account. Additionally, this fee is used to maintain the Student Information System and its student portal access along with the Learning Management System (Canvas) that provides each student with online access to grades, attendance, student financial accounts, as well as other vital services.

### Graduation Fee

The \$175.00 graduation fee is for any undergraduate student receiving a diploma for the current academic year. The graduation fee includes the expense of the diploma, the rental of academic regalia, and other costs associated with the graduation service. It does not include the cost of graduation announcements.

### Optional Fees

For students wanting a yearbook, an \$80.00 yearbook fee will be charged.

## TUITION AND FEES REFUND POLICY

1. 100% refund if withdrawn in the first week of class.
2. Withdrawal between weeks 2 and 4, the refund will be calculated on a pro rata basis (**e.g., a student withdrawing in week 3 would receive a 43% refund**).
3. No refund is given after week 4.
4. This illustration is based on a 7-week term schedule. (The refund policy for a 14-week semester schedule would include a 100% refund for withdrawal in the first two weeks and a pro rata refund for withdrawals between weeks 3 and 9.)
5. See fee descriptions for non-refundable fees.

## TRANSCRIPTS

Official transcript requests may be made by the student online at [wcbc.edu/transcript-request](http://wcbc.edu/transcript-request). Our electronic transcript provider, Parchment Inc., will provide our official transcripts directly to the person or place designated at the time of the request. There will be a \$12.00 fee for each print and mail official transcript request, or a \$9.50 fee for each electronic official transcript request. Parchment will charge an additional \$2.50 for international delivery. Students should allow 5 business days for the request to be processed. If a transcript is required sooner than this, the student may pay for express delivery through Parchment. An unofficial transcript may be requested by emailing [registrar@wcbc.edu](mailto:registrar@wcbc.edu) and will be sent directly to the person requesting it. Graduates and current students can access their unofficial transcript on their portal. No transcript will be released if the student's account with the Finance Office shows a balance due.





**ONLINE GRADUATE  
STUDIES**

## GRADUATE STUDIES

Whether you are just finishing a bachelor program or have been involved in ministry for decades, the Masters in Religious Education at West Coast Baptist College can help you take the next step in your academic preparation. The purpose of this program is to provide students with a deeper level of learning without losing a zeal for practical ministry. The curriculum places a greater burden on the student to research the subject matter so as to better equip him for the ministry. The program is 100% online.

The MRE is a 33-hour program with concentrations in Biblical Studies or Christian Education. These asynchronous courses allow you to get your work done around your weekly schedule while still benefiting from the interaction with your professors and fellow students. You will enjoy the sharpening influence of the entire cohort and will be able to complete this degree with no on-campus requirement.

Most classes will run for seven weeks, with only a few exceptions. If you have access to a decent computer, you can access the internet, and you have a desire to learn—then you have what it takes to enroll in the master's program.

An undergraduate degree from an approved college is a prerequisite for entrance into this program. To enroll in this program, an application must be submitted to the Office of Admissions. Students who are seniors at West Coast Baptist College in the undergraduate program may begin to work on their Master's degree during their senior year if their schedule permits, and they are approved by the Administration. Candidates for each master's program must have a minimum GPA of 3.0 in order to fulfill the requirement for graduation.

**ONLINE STUDENT COSTS PER SEMESTER**

*(ACADEMIC YEAR 2020-2021)*

**TUITION**

Tuition (per credit rate)	\$250.00
Audit (per course)	\$99.00

**FEES**

Application (non-refundable)	\$100.00
Computer and Technology (per term)	\$100.00
Graduation	\$175.00

**BASIC COST**

**Tuition**

The tuition rate for online students is \$250.00 per credit hour.

**Audit Courses**

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## TRANSCRIPTS

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## BIBLICAL STUDIES CONCENTRATION†

The Biblical Studies Concentration is a 33 credit-hour program designed to enhance one’s Biblical understanding, sharpen one’s exegetical skills, and develop an understanding of the theological themes of each book of the Bible. The student who graduates from this program shall be able to:

1. Analyze and interpret the biblical passages from a dispensational hermeneutic.
2. Integrate a greater understanding of Scripture into practical ministry experience.
3. Articulate conservative doctrinal positions in light of current scholarly research.

<b>Code</b>	<b>Course</b>	<b>Hours</b>	<b>Code</b>	<b>Course</b>	<b>Hours</b>
MBI 503	Advanced Hermeneutics	3	MBI 501	OT Introduction	3
MCE 542	Advanced Philosophy of Christian Education	3	MBI 502	NT Introduction	3
MRW 501	Research and Writing	3	MBI 511	Apologetics and Worldview	3
PT 511	Servant Leadership	3	MBI 512	Systematic Theology	3
PT 512	Spiritual Formation and Discipleship	3	MBI 521	Advanced Biblical Counseling	3
			MBI 522	Doctrinal Synopsi	3

## CHRISTIAN EDUCATION CONCENTRATION†

The Christian Education Concentration is a 33 credit-hour program designed for leaders in Christian education and will equip students with advanced skills in classroom management, assessment, curriculum development, and teaching methods. The student who graduates from this program shall be able to:

1. Evaluate educational philosophies based on the truth of Scripture
2. Synthesize a Biblical philosophy of counseling
3. Evaluate contemporary curriculum issues based on a Biblical worldview
4. Create coordinated educational objectives and appropriate test items

<b>Code</b>	<b>Course</b>	<b>Hours</b>	<b>Choose A Track</b>	<b>Hours</b>
MBI 503	Advanced Hermeneutics	3	<b><i>Elementary Education</i></b>	
MCE 501	Learning Theories	3	MCE 510	Practices of Classroom Principles
MCE 502	Educational Methodologies	3	MCE 511	The Exceptional Child
MCE 522	Student Evaluations	3		
MCE 542	Advanced Philosophy of Christian Education	3	<b><i>Administrator, Principal</i></b>	
MCE 552	Educational Capstone	3	MCE 512	Leadership, Organization and Administration
MRW 501	Research and Writing	3	MCE 510 or MCE 511	
PT 511	Servant Leadership	3		
PT 512	Spiritual Formation and Discipleship	3		



# COURSE DESCRIPTIONS

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## **Apologetics**

### **AP 101 Apologetics 3**

This course is designed to give the student a system of principles to defend his faith, as well as present evidences that support the authenticity of the Christian faith. *Prerequisite: None*

### **AP 102 Advanced Evangelism 2**

This course is a continuation of PT 111. Building upon the introductory knowledge gained in Personal Evangelism, students are taught how to share the Gospel with those from a more difficult background. Concentration is also placed on how to organize a local church soulwinning program effectively. This course can be substituted for YM 113 Event Evangelism. *Prerequisite: None*

### **AP 201 Comparative Religions 2**

This course surveys the basic teaching and forms of Animism, Hinduism, Buddhism, Confucianism, and Islam. Special emphasis will be given to methods of witnessing and winning to Christ those who are bound in these religious systems. *Prerequisite: None*

### **AP 202 Modern Day Cults 2**

This course offers a study of modern day cults in light of biblical Christianity. The history and doctrines of the major cults will be studied. The purpose of this course is to provide the student with an irrefutable biblical response to all false teachings. Special emphasis will be given to methods of witnessing to members of the major cults. *Prerequisite: None*

### **AP 301 Science and Faith 2**

The purpose of this course is to give the student a greater appreciation of both the Bible and science. Furthermore, this course will demonstrate that there is no need for compromise in order to make the Bible fit modern “scientific” discoveries. The student will be taught that true science will always validate God’s word. *Prerequisite: EN 102*

### **AP 302 History of the English Bible 2**

This course is designed to give the student a clear understanding of the Bible version issue. The origins of the various texts, the methods and men used in translating the King James Version, and the weakness of new Bible translations will be examined, giving students a firm understanding of and unshakeable confidence in the KJV. *Prerequisite: EN 102*

### **AP 313 Introduction to Philosophy 2**

This course will introduce students to the basics of philosophy. Students will also be introduced to the writings of Western philosophers within the context of learning how to defend the Christian faith. *Prerequisite: EN 102*

### **AP 401 Contemporary Theology 3**

This course provides a look at the various positions today, from fundamentalism to modernism. Special emphasis will be given to the challenges facing

fundamentalism. The course will also examine the expanding influence of the charismatic movement, its push toward ecumenicalism, and the eventual one-world church. *Prerequisite: EN 102*

**AP 402      Biblical Ethics      2**

This course looks at what the Bible says regarding ethical issues in society and ministry today, as well as proper manners and etiquette. The student will be required to evaluate the teachings of Scripture with a look at various methods of ministry. Special emphasis will be placed on the character and ethical responsibilities toward church leadership, members, politics, society, and other churches. *Prerequisite: EN 102; 32 credits earned*

**AP 403      Logic      2**

This course equips students to discern between good and bad arguments. Several major systems of logic will be studied, including categorical, truth-functional, and informal. *Prerequisite: EN 102*

## **Bible**

**BI 101      Old Testament Survey      3**

This course surveys the entire Old Testament. Special emphasis is placed on authorship, purpose, and major characters of each book. The student will develop a broad outline of each book. Passages of particular doctrinal significance will be examined and discussed. *Prerequisite: None*

**BI 102      New Testament Survey      3**

This course surveys the entire New Testament. Special emphasis is placed on authorship, date, and purpose of each book. The student will develop a broad outline for each book. The course will examine the background and content of each book. *Prerequisite: None*

**BI 110      Survey of Bible Doctrines      3**

This course is a survey of the ten major doctrines of systematic theology. *Prerequisite: None*

**BI 112      Women of the Bible      3**

Women of the Bible is a survey course focusing on the prominent and not-so-prominent women in Scripture. By looking to the women of the Bible, the students can deepen their understanding of Scripture, experience more of God's love, recognize His relentless jealousy, and discover His creative ability to bring good out of the most difficult circumstances. *Ladies Only. Prerequisite: None*

**BI 120      Old Testament Historical Books      2**

This course is designed to give students a greater understanding and appreciation of the history of Israel as revealed in the twelve historical books of the Old Testament (Joshua-Esther). Students will learn about significant events, places, and people in Old Testament history and understand its implications for Christians and the local New Testament Church today. *Prerequisite: None*

**BI 201 Life of Christ 3**

This course is an in-depth look at the harmonizing of the Gospels. It looks at the major chronological periods in the life of our Lord. The Lord's life and teachings will be examined with special emphasis on the crucifixion week. *Prerequisite: None*

**BI 203 Ezra and Nehemiah 2**

The restoration through these individuals was scheduled on a prophetic timetable by a gracious God who, in the forthcoming captivity period, would be calling out of the communities of Jewish exiles in Babylon a remnant of believers whom He could bring back to the Promised Land. In this study, God superintends the work of renovating and rededicating of lives to His service. *Prerequisite: None*

**BI 211 Acts 2**

This course covers a history of the early church and the spread of the Gospel. The book will be outlined as the Great Commission is fulfilled in the first century. The course will look at the development of Christianity and its doctrines. *Prerequisite: None*

**BI 212 Romans 2**

This course will be an expository study of both the book as well as its applications to the doctrines of the Christian life. Students will be given a general outline of the important doctrinal passages that will be discussed. *Prerequisite: None*

**BI 220 Pauline Epistles 3**

This course will be an expository study of Paul's epistles to Corinth, Galatia, and Thessalonica. *Prerequisite: None*

**BI 221 Prison Epistles 2**

This course will be an expository study of Paul's epistles recorded during his first imprisonment, including Ephesians, Philippians, Colossians, and Philemon. *Prerequisite: None*

**BI 222 Pastoral Epistles 2**

This course will be an in-depth study of First Timothy, Second Timothy, and Titus. Special emphasis will be given to Paul's instructions regarding the qualifications for leadership, church planting, and problem solving. *Prerequisite: None*

**BI 231 Intro. to Dispensationalism 2**

Dispensationalism is a theological system borne out of the literal, historical-grammatical interpretation. At its core, Dispensationalism understands that there is a distinction between Israel and the Church and understands the purpose of God in this earth to be doxological. This class will investigate the theological framework of this system, explaining its origins, and its developments. Additionally, it will present a case for declaring this system the most consistent hermeneutical tool in studying the Scriptures. *Prerequisite: None*

- BI 234 Christ in the Old Testament 2**  
This course will teach how that Christ is pictured well before his appearance at Bethlehem. It will help us prove that Christ was God in the flesh. *Prerequisite: None*
- BI 241 Ruth and Esther 2**  
The biblical books of Ruth and Esther provide wonderful examples of God's sovereignty and offer encouragement for Christians to trust His goodness and provision. This course is designed to give a better understanding of who God is, as we study His presence and work in the stories of both Ruth and Esther. As we also learn from the individual characters in these books, we will discover their rare courage, commitment, and risk-taking love for God and His people. *Ladies Only. Prerequisite: None*
- BI 250 Genesis 3**  
This course is designed to familiarize students with the storyline and fundamental truths found in the first book of the Bible. From the creation account of Genesis 1 through the death of Joseph in Genesis 50, the book of Genesis provides foundational theological insights and biblical principles from which students will glean applications and understanding for their personal spiritual journey with Christ. This study primarily focuses on observations of creation, the fall of man, Noah's flood, the foundation of God's covenant with Israel and the lives of the patriarchs. *Prerequisite: None*
- BI 251 Job 2**  
This course will be a historical and prophetic analysis of Job. The content of Job will be analyzed for its practical teaching on trials and God's sustaining grace. *Prerequisite: None*
- BI 256 Exposition of Isaiah 2**  
This course is an expository study of this very important prophetic book. The student will be shown the historical background and prophetic importance of the book. *Prerequisite: None*
- BI 257 The Minor Prophets 2**  
This course will look at the last twelve books of the Old Testament, emphasizing their prophetic importance not only in history but also in those things yet to happen that will be significant to Israel and the Gentile nations. *Prerequisite: None*
- BI 258 Old Testament Judges 2**  
This course studies the life and times of the men and women God allowed to lead His people during the days of the judges. Concentration is given to the principles for which these people were blessed of God and how these principles apply to Christians today. *Prerequisite: None*
- BI 260 Poetical Books 2**  
This course will include a study of Hebrew poetry as found in Psalms, Proverbs, Ecclesiastes, and the Song of Solomon. The course will include a careful study

of the historical setting, authorship, and poetical structure. A special look at the Messianic elements will be taken. *Prerequisite: None*

**BI 291      Methodical Bible Studies      2**

This course will help the student develop sound Bible study methods. It will operate on the premise that the interpretation of Scripture is best understood by other Scripture. The student will learn a method to follow in the process of Bible study. The student will also be involved with hands-on projects applying each step in the process of Bible study. *Prerequisite: None*

**BI 301      Writings of John      2**

This course will be a study of the life and writings of the Apostle John. John's unique perspective of the life and work of Jesus Christ will be analyzed. The three epistles of John will be looked at as they relate to the believer's fellowship, assurance, and love for the Lord. *Prerequisite: EN 102*

**BI 306      Hebrews      2**

This course will be a study of the background and basic interpretations of Hebrews. Special emphasis will be placed on the superiority of Christ's priesthood to the Old Testament institutions. *Prerequisite: EN 102*

**BI 312      The Book of Daniel      2**

This course will cover the historical context and the prophetic outlook for this prophet. Special emphasis will be placed upon understanding the importance of Daniel's Prophecy of the Seventy Weeks in Daniel 9. *Prerequisite: EN 102*

**BI 313      The Book of Revelation      2**

This course will study the book of Revelation from a futuristic pre-tribulation, pre-millennial position. A careful analysis will be made to show the effect Bible prophecy has on Israel, the church, and the lost. While focusing on the New Testament book of Revelation, it will connect the prophecies of Revelation to prophecies concerning the end times found in several Old Testament books such as Ezekiel and Daniel. *Prerequisite: EN 102*

**BI 321      The Book of Joshua      2**

This course is the "Book of New Beginnings" for the people of God. Students will examine the "Person who Leads" from the wilderness to the wonderful, the "Promise of Land" through belief and battles, and the "Partaking of Life" the abundant life of "Rest." *Prerequisite: EN 102*

**BI 357      Major Prophets      2**

This course will examine the life of the four Major Prophets of the Old Testament: Jeremiah, Ezekiel, Isaiah, and Daniel. A biographical sketch will be constructed from the Word of God regarding each of the Major Prophets and their writings. The ministry and message of each prophet will be examined. Biblical principles and applications will be presented. *Prerequisite: EN 102*

**BI 361 Theology 1 3**  
This course is an in-depth study of Bibliology and Theology. *Prerequisite: EN 102*

**BI 362 Theology 2 3**  
This course is an in-depth study of Christology and Pneumatology. *Prerequisite: EN 102*

**BI 363 Theology 3 3**  
This course is an in-depth study of Hamartiology, Anthropology, and Soteriology. *Prerequisite: EN 102*

**BI 364 Theology 4 3**  
This course is an in-depth study of Ecclesiology, Angelology, and Eschatology. *Prerequisite: EN 102*

**BI 379 James, 1 & 2 Peter, and Jude 2**  
This course studies the letters of James, Peter and Jude. Special emphasis is given to the application of these general epistles to our day. *Prerequisite: EN 102*

**BI 401 Baptist History and Distinctives 3**  
This course will survey the history of Baptist churches throughout the past two thousand years. Special emphasis will be placed on the historical distinctives of Baptists. *Prerequisite: EN 102*

**BI 465 Tabernacles, Feasts, and Offerings 2**  
This class is designed to give the student an understanding of the Levitical system and to see how the seven major feasts and the tabernacle all point to Jesus Christ. The student will also notice how the sacrificial offerings of the Levitical system all prefigure the work of Christ as well. *Prerequisite: EN 102*

**BI 497 Theology of Isaiah 3**  
This course is a systematic theological course taken directly from Isaiah's writings. *Prerequisite: EN 102*

### **Masters in Bible**

**MBI 501 Old Testament Introduction 3**  
This course is an examination of the canon, text, inspiration, and interpretive data key to understanding the Old Testament. Detail will be given to the authorship, date, theme, liberal criticism, secular background, and historical background of Old Testament Scriptures. *Prerequisite: None*

**MBI 502 New Testament Introduction 3**  
This course is an examination of the canon, text, inspiration, and interpretive data key to understanding the New Testament. Detail will be given to the authorship, date, theme, liberal criticism, secular background, and historical background of New Testament Scriptures. *Prerequisite: None*

**MBI 503 Advanced Hermeneutics 3**

This course builds upon information gleaned either through observation, experience, or an undergraduate Bible Study Methods class. In this class, students will learn how the NT writers used the OT and will understand how Dispensationalism and Reformed Theology play a part in exegesis. Students will uncover common exegetical fallacies and how to use today's technology in light of Bible study. *Prerequisite: None*

**MBI 511 Apologetics and Worldview 3**

This course analyzes different worldviews with which Christians are confronted and provides an apologetic methodology useful in evangelizing people with non-biblical worldviews. *Prerequisite: None*

**MBI 512 Systematic Theology 3**

This course will study the nature and method of Systematic Theology and the application of a proper theological method to carefully analyze various theological options on key doctrinal issues. *Prerequisite: None*

**MBI 521 Advanced Biblical Counseling 3**

This course is designed to give the student a further understanding of ministry through Scriptural counseling. All approaches to problems will be based on biblical principles rather than secular, humanistic reasoning and technique. *Prerequisite: None*

**MBI 522 Doctrinal Synopses 3**

This capstone course in the Biblical Studies concentration provides the student an opportunity to write a summative research paper and defend the final product. *Prerequisite: None*

**MBI 542 Proverbs 3**

This book is studied from a thematic approach. The practical advice given to the reader on subjects such as wisdom, parenting, discipline, laziness, finances, and relationships with people in spiritual and secular areas are all developed and studied. *Prerequisite: None*

**Bible Counseling****BC 221 Counseling Youth Conflicts 3**

Counseling Youth Conflicts will address contemporary issues facing those who work with teenagers. This course will identify some of the issues young people make and seek to uncover ways of helping youth overcome these issues. *Prerequisite: EN 102*

**BC 222 Preventative Youth Counseling 3**

This course addresses topics pertaining to preventative counsel for teenagers and their parents and explores the most effective ways to prepare teens for the more common challenges and transitions of life. The knowledge and skills

presented are most relevant for the Christian young adult but are applicable to any teen. Some of the core topics covered in this course include having a biblical perspective in life, making wise decisions, understanding God's will, and engaging in mature relationships. *Prerequisite: None*

**BC 231      Counseling Life-Dominating Problems      1**

This course requires PT 106 Introduction to Biblical Counseling as a prerequisite. A life-dominating problem is a sin that controls every area of a person's life, trapping them in a prison of bondage, to where every part of their life is affected by this problem. This course is designed to show the student how these problems develop, what the source of these problems is, and how to overcome them through spiritual warfare. *Prerequisite: EN 102*

**BC 301      Local Church Counseling 1      3**

This course will help the student understand the process of counseling within the context of the local church. Counseling involves leading people to Christ, and then teaching them in the Word of God to reach Christ-like maturity. The course endeavors to show the student how effective Christian counseling can be accomplished through the ministry of the local church. *Prerequisite: EN 102*

**BC 302      Local Church Counseling 2      2**

This course is a continuation of Local Church Counseling 1. However, BC 301 is not a prerequisite for the course. In this course, we will deal with additional areas and issues that confront the staff member of a local church. In this course, we will focus on the areas of vocation, middle age, old age, sexual issues, interpersonal relations, and finances. *Prerequisite: EN 102*

## **Bible Languages**

**BL 301      Greek 1      3**

This is a concentrated introductory course of Greek grammar, vocabulary, and syntax. This course is designed to develop a working knowledge of New Testament Greek. *Prerequisite: EN 101 with a grade of a "C" or higher, and EN 102*

**BL 302      Greek 2      3**

This course is a continuation of BL 301. Special emphasis will be given to the function of case, form, tense, voice, and mood. Some word studies will be done. *Prerequisite: BL 301 with a grade of a "C-" or higher*

**BL 305      Biblical Hebrew 1      3**

This is a concentrated introductory course of Hebrew grammar, vocabulary, and syntax. This course is designed to develop a working knowledge of New Testament Hebrew. *Prerequisite: EN 101 with a grade of a "C" or higher, and EN 102*

**BL 306      Biblical Hebrew 2      3**

This is a concentrated introductory course of Hebrew grammar, vocabulary, and syntax. This course is designed to develop a working knowledge of New Testament Hebrew. *Prerequisite: BL 305 with a grade of a "C-" or higher*



**BL 401 Greek 3 3**  
Further training in grammar, vocabulary, and syntax will be given. The student will also translate 1 John as part of the course. *Prerequisite: BL 302 with a grade of a "C-" or higher*

**BL 402 Greek 4 3**  
Further training in grammar will be given. The student will translate Philippians during the course and will use hermeneutical techniques to get the meaning of passages. *Prerequisite: BL 401 with a grade of a "C-" or higher*

## **Business**

**BU 201 Principles of Administration 3**  
This practical course will enable students to understand the basics of administration in the context of the local New Testament church. Topics include developing a long range strategic plan, staff relations, communications, finance and law. *Prerequisite: None*

**BU 202 Principles of Accounting 3**  
This course covers the fundamentals of financial accounting including, but not limited to the account equation, the accounting cycle, the journalizing and posting of transactions for business entities, adjusting General Ledger transactions, the closing process, the chart of accounts, and internal controls. It will emphasize the construction of basic financial statements. *Prerequisite: None*

**BU 301 Business Law 3**  
This practical course will enable students to understand the government requirements for churches regarding laws and legal responsibilities. Topics that will be covered include finance, business operations, contracts, foundations of American law, organizational structures, employee relations and community and global interactions. Legal and ethical considerations in ministry will be highlighted as we investigate the challenges that face administrative units of the churches today. *Prerequisite: EN 102*

**BU 302 General Finance 3**  
This course will concentrate on the analysis of financial statements along with the planning and control of ministry finances in the areas of budgeting, decision making analysis, and the time value of money. *Prerequisite: EN 102*

**BU 310 Project Management 3**  
This course develops a working foundation of the basic concepts of managing a project that includes initiating, planning, scheduling, executing, monitoring and controlling, resource budgeting, performance measurement assessments, and efficient follow-through required for the successful completion of a project. Students are introduced to the fundamentals of the ten project management knowledge areas: 1) integration, 2) scope, 3) time, 4) cost, 5) quality, 6) human resources, 7) communications, 8) risk, 9) procurement, and 10) stakeholder management. *Prerequisite: EN 102*

**BU 401 Human Resources Management 3**  
This course explains the foundational concepts, along with contemporary issues, involved in human resources in a ministry environment. From practical to organizational, students will be taught how to navigate through policies, placement, and promotion of Christian laborers. *Prerequisite: EN 102*

**BU 402 Ministry Leadership 3**  
This capstone course is designed to help students take the business principles and combine these with a ministry heart. *Prerequisite: EN 102*

### **Masters in Christian Education**

**MCE 501 Learning Theories 3**  
This course introduces students to modern theories of learning, including an examination of the learner, the didactic process, student evaluation, and the teacher-student relationship in the school environment. *Prerequisite: None*

**MCE 502 Educational Methodologies 3**  
This course analyzes different teaching methods. Students are introduced to teacher-centered methods (direct instruction), learner-centered methods (indirect instruction), and online teaching methods. *Prerequisite: None*

**MCE 510 Practices of Classroom Principles 3**  
This course will introduce students to problems related to classroom management, student motivation, and discipline. *Prerequisite: None*

**MCE 511 The Exceptional Child 3**  
This course is designed to enable teachers to form skills in teaching students who deviate from the norm in physical, emotional, intellectual, social, or communication abilities. *Prerequisite: None*

**MCE 512 Leadership, Organization, and Administration 3**  
This course offers an analysis of administrative behavior and organizational patterns within Christian education. Basic factors and fundamentals for successful administrations will be examined. *Prerequisite: None*

**MCE 513 Financial and Legal Issues in Christian Education 3**  
This course introduces current and future administrators to the principles of K-12 school law. Students will learn about legal issues affecting ministry-operated schools as well as financial skills to maintain integrity within the educational ministry. *Prerequisite: None*

**CE 521 Christian School Administration 3**  
This course is a study of the methods of organizing and administering a Christian school. It examines the necessary record keeping and financial management. It will also review staff recruitment and development. *Prerequisite: None*

**MCE 522 Student Evaluations 3**

This course studies the intricacies of proper testing and measurement of a student's progress throughout their education. Effective testing, balanced evaluations, and principles for measurement are all studied in this course.

*Prerequisite: None*

**MCE 542 Advanced Philosophy of Christian Education 3**

This course is designed to introduce the master's student to the subject of philosophy and how it relates to Christian education. The course will compare some of the philosophies used by the world in education and how the Bible either defends or condemns the use of such. The student will learn how to build a biblical philosophy of teaching and ministry focused on reaching students through Christian education and developing them in their spiritual maturity for God.

*Prerequisite: None*

**MCE 552 Educational Capstone 3**

Each student in the Master's Degree in Religious Education in Christian Education degree program must write a 10,000 thesis on a practical area of Christian ministry in the local church. The thesis may be in a format that can be used as a manual for a specific area of ministry either in a church ministry or Christian school. The thesis will evidence academic research and proper formatting.

*Prerequisite: None*

**Church Planting****CP 101 Intro. to Church Planting 2**

Introduction to Church Planting will help the student achieve a general overview of the work of local New Testament church planting principles and philosophy. Topics include the model, mandate, motives, mindset, ministry, mentoring, and multiplication of local New Testament Churches.

*Prerequisite: None*

**CP 102 Biblical Foundations for Church Planting 2**

Biblical Foundations for Church Planting will expose each student to the biblical pattern and models established by Jesus and carried out by the apostles in seeing the work of the Great Commission fulfilled through the planting of local churches. Topics include Jesus and the Church He built, Jerusalem and church planting as well as Antioch and this churches three church planting journeys.

*Prerequisite: None*

**CP 201 History of Baptist Church Planting 2**

The History of Baptist Church Planting is a course that will shed some light on the historical record of our Baptist forefather's passion and practice in planting reproducing New Testament Baptist churches. From Europe to the Americas this class will focus on the historical record of church planting revivals and their impact during their generation.

*Prerequisite: None*

**CP 202 Birth to Maturity as a Church Plant 2**

From Birth to Maturity is a class that will focus primarily on the first few years of a new church plant. What are the practices and principles that will help a new church become a healthy, thriving New Testament church? What are some of the bench marks that should be achieved as a new church grows from birth to maturity? *Prerequisite: None*

**CP 301 Developing a Local Church Planting Ministry 2**

Every pastor should be looking forward to one day planting churches directly out of his local church. Whether a man is used to plant a new church or pastor an existing church, his mindset ought to be on developing a workable program to incorporate church planting as a vital ministry within his church. Churches that reproduce churches is God's plan to reach this world in this generation. *Prerequisite: EN 102*

**CP 302 Church Planting on the Mission Field 2**

Church Planting on the Mission Field will equip mission's students to fulfill the Great Commission through church planting. The emphasis of this class will be on planting indigenous churches that will in time become not only self-governing and self supporting but also self-propagating. Becoming reproducible is the key to a legacy of churches reproducing their kind long after the missionary is removed from the field. *Prerequisite: EN 102*

**CP 401 Church Planting Methodology 2**

Church Planting Methodology is a focus on the practical procedures needed in seeing a church planted. Topics include principles, preaching, prayer, planning, places, phones, printed materials, presence on the web, precautions, priorities, and the roll of the reproducing pastor. *Prerequisite: EN 102*

**Clerical and Secretarial Skills****CS 101 Computer Applications 2**

This course is required for all students in the undergraduate program and will teach them some of the basic concepts and tools of Word, Excel, PowerPoint, and Access. *Prerequisite: None*

**CS 102 Secretarial Computer 1 2**

This course is a study of the Microsoft Office 2010 software. In particular, it includes use of Excel, Access, and Publisher. *Prerequisite: CS 110*

**CS 103 Secretarial Computer 2 2**

This course is a study of the Microsoft Office 2010 software. In particular, it includes PowerPoint and the practice of transcription of office documents and sermons. *Prerequisite: CS 110*

**CS 110 Basic Typing and Computers 3**

This course teaches students the basics of the computer and gives them a beginning level of typing skill. The class will help them to understand what can be accomplished with a computer in the ministry. *Prerequisite: None*

**CS 111 Word Processing 2**

This course is to familiarize the student with Microsoft Word. It will be a study of the use and functions of this word processing program. *Prerequisite: CS 110*

**CS 201 Office Management 2**

This course, designed for the secretarial major, gives methods of office management, including supply purchasing, delegation of work, office machines, receptionist skills, itineraries, personal relations, personality development, work ethics, and etiquette. *Prerequisite: None*

**CS 222 Records Management 2**

This course is a study of Microsoft Access. Introductory concepts of creating and maintaining a church database will be studied. *Prerequisite: None*

**CS 223 The Administrative Assistant 2**

This course will prepare the Administrative Assistant in how to set up the organization of the office, what technical tools are available to help with organization, how to work with others to have good interpersonal relationships, how to have proper office etiquette, how to help the boss with the daily schedule, yearly schedule, flight schedule, and so much more. One project is setting up an international trip for a group and all the details that go into the planning. *Prerequisite: None*

**CS 231 Business Communications 2**

This course is designed to teach secretarial students the art of letter writing to be used in the church office environment. *Prerequisite: CS 110*

**CS 401 Office Practical 3**

This course is an actual hands-on experience of assisting in the church, school, and college offices under the supervision of one of the office personnel. The student will be given specific tasks and assignments to get practical experience in an office setting. *Prerequisite: EN 102*

**Creativity****CR 110 Creative Thinking 2**

In this course, the nature of creativity will be explored along with influences on creative potential from external stimuli. Creative exercises will be completed as a basis for developing patterns of personal creative thinking with the result of establishing a framework to assist with the analysis and solution of complex problems. Types of personal creativity will be defined and students will learn how to increase their creative potential. *Prerequisite: None*

**CR 111 Concept Development 2**

Technical sketching for design, creating prototypes, and planning projects are all components of this course. Concept Development also instructs the student in planning and performing structured user testing, sequencing and priority management, and communicating objectives by drafting project briefs. *Prerequisite: None*

**CR 212 Digital Storytelling 2**

In this course, the student will learn the most common story archetypes and how to effectively use the storytelling model as a pattern to communicate through digital media, including web pages, video content, graphics, and photography series which tell a story to the viewer. Each student will create content that demonstrates the process of establishing identity, introducing conflict and conflict resolution, and providing a call-to-action for the viewer.

*Prerequisite: None*

**CR 213 Design Research Methods 2**

Research is a key component of the production of any informed visual work. Through this course, the student will learn how to perform structured, academic and visual research, and how to establish mood, theme, genre, and other communicative aspects of the new work. Consideration will be given to the use of inspiration boards and guidelines for the attribution of visual works. Design Research Methods allows the student to incorporate an informed approach to applied research. *Prerequisite: None*

**Education****ED 210 Calligraphy 2**

This class on the art of beautiful handwriting is designed for education majors. The study of handwriting and design of several fonts will be taught. Students will find this class useful in the area of communication on the chalkboard with clear writing techniques as well as writing to parents, bulletin board designs, posters, scripture verse quotations, etc. Calligraphy is an excellent creative skill that will make any classroom “stand out” in appearance and creativity.

*Prerequisite: None*

**ED 226 Philosophy of Christian Education 2**

What makes us different from secular education? What is the basis of our teaching and our methodology? How does Christian education fit with the home and church? These and many other areas of philosophy will be studied in this course. *Prerequisite: None*

**ED 251 Methods and Materials 3**

This course explains the materials and methods used in teaching. It includes the use of computers in education. It emphasizes the practical techniques and skills needed by the effective teacher. *Prerequisite: None*

**ED 301 Child Development 2**

This course will study the special characteristics and needs of children from birth to age 18 from a Christian perspective. Special emphasis is given to effective methods used in training children at various stages of educational development. *Prerequisite: EN 102*

**ED 304 Teaching Reading 3**

This course is designed to show the future elementary school teacher how to use phonics and will include practical hands-on training in a classroom setting. This course gives prospective teachers the ability to develop students' reading skills and a healthy desire to read. It will give teachers the necessary tools to help their students acquire the foundational skills in reading, spelling, grammar, and penmanship. *Prerequisite: EN 102; 64 credits earned*

**ED 306 Teaching Language Arts 2**

Students will understand the inter-relationship of the language arts and tools to help elementary students acquire skills in spelling, grammar, syntax, penmanship, and composition. *Prerequisite: EN 102; 64 credits earned*

**ED 312 Teaching Preschoolers 2**

This course equips each student to develop a daily lesson plan with pre-school aged children and learn age-appropriate methods for imparting God's truth to them. *Prerequisite: EN 102; 64 credits earned*

**ED 337 Elementary Classroom Management 3**

This course is designed for students pursuing a degree in elementary education. The purpose of this course is to develop future teachers to be confidently prepared for the first year of teaching. Effective principles of teaching and classroom management will be covered. After a time of instruction and training, students will be mentored, observed, and evaluated in the classroom to assist in their professional development as future Christian educators. *Prerequisite: ED 304 and EN 102*

**ED 338 Secondary Classroom Management 3**

This course is designed for students in the secondary education concentration. The purpose of this course is to develop the effective principles of teaching, while providing students with a structured opportunity to teach in a classroom environment. After a time of instruction and training, students will be mentored, observed, and evaluated in the classroom to assist in their professional development as future Christian educators. *Prerequisite: EN 102*

**ED 401 Early Childhood Administration 3**

The course is designed to provide practical training for the development and implementation of an early childhood training facility. *Prerequisite: EN 102*

**ED 402 Teaching Bible to Children 2**

This course will enable students to effectively teach Bible at preschool and elementary levels. A variety of instructional methods will be modelled, and students will engage in the practical implementation of these methods in teaching scriptural songs, verses, stories and truths. *Prerequisite: EN 102; 64 credits earned*

**ED 403 Classroom Technology 2**

This course presents instruction and methodology for both technology used by the teacher to enhance the presentation and organization of teaching materials as well as technology used by the student to aid in the learning process. Students will learn how to create and present instructional visuals effectively and how to implement technology to assist student collaboration and evaluation. A hands-on component will provide the students with practical teaching experience using technology. *Prerequisite: EN 102*

**ED 411 Student Teaching 8**

During the final semester of the senior year, the student will be required to participate in student teaching at an approved Christian school. This course includes observation, participation, and teaching in the classroom under the direction and supervision of the regular classroom teacher and faculty supervisor. *Prerequisite: None*

**ED 430 Education Seminar 3**

This is a senior-level course designed for elementary and secondary education majors. This course meets for half a semester. Teacher preparation in and out of the classroom is a major component of this course, both philosophically and practically. Topics will include teaching skill, student interaction, classroom and lesson preparation, mentoring students, creating a desire to learn, healthy expectations of student achievement, application of material, use of visuals and modalities, and training students for the future. The instruction will come from selected professors having at least twenty-five years of experience each. *Corequisite: ED 441, ED 450, ED 451*

**ED 441 Education Evaluation 2**

This course is designed for seniors with a concentration in education. The systematic process of evaluation in the classroom is the emphasis of this class. This includes a thorough knowledge, understanding, and application of instructional objectives, activities, and testing in the classroom. *Corequisite: ED 430, ED 450, ED 451*

**ED 450 Integrating the Bible for All Subjects 1**

This class is a “block” class designed for education majors in their senior year only. This class runs for eight weeks as a place for teachers to focus on inculcating God’s word into every subject. Students are reminded that “Bible” is not to be a separate class in the curriculum of a Christian school, but that it should be included in every class. *Corequisite: ED 430, ED 441, ED 451*

**ED 451 Practical Teaching Methods 1**

This is a senior-level course designed for elementary and secondary education majors. Junior students may take the course as well at the discretion of the instructor. This course meets for half a semester. The primary emphases are: 1) examining and testing modalities of students; 2) examining the various methods of teaching that may be utilized in the classroom; 3) studying the



areas of the brain and how they relate to modes of learning and memory; and 4) developing lessons to make learning “stick” better, meaning the knowledge and skills taught are more readily remembered by the student. Assignments include reading the course text, comparing various passages to Scripture, writing a paper explaining learning modalities, and writing detailed lesson plans that exhibit a “sticky” learning paradigm. *Corequisite: ED 430, ED 441, ED 450*

## English

### EN 100 Remedial Grammar 3

This course is designed to help students prepare for EN 101. This course, a general elective, does not fulfill the English requirements. *Prerequisite: None*

### EN 101 Grammar and Composition 1 3

This course teaches English grammar and foundational writing concepts on a college level. Because clear writing is developed through good English basics, this class aids the student in development of clear writing and grammar skills that will be further developed in EN 102. *Prerequisite: EN 100 or test scoring requirement met*

### EN 102 Grammar and Composition 2 3

This course is designed to develop and enhance the student’s writing skills. Concentration will be placed on clear, logical, and persuasive writing. *Prerequisite: EN 101 or EN 103*

### EN 103 Advanced English Grammar 3

This course offers a thorough study of English Grammar for the Advanced English student. Self-study, as well as class room instruction, forms the basis for this course. Sentence structure, sentence parts and functions, parts of speech, mechanics in English, as well as word usage is covered. *Prerequisite: test scoring requirement met*

### EN 201 Advanced Composition and Grammar 2

EN 201 builds on the previous grammar and composition foundation students received in EN 101 and EN 102. Students will review basic elements of grammar and analyze their use in the sentence. They will also analyze basic elements of paragraph construction and clear writing skills and implement these components in writing exercises. An overview of the development of the English language will also be given. *Prerequisite: None*

### EN 270 English Literature 3

This course will evaluate English literature for its style, content, and value in relationship to Christianity. The class will give the student an appreciation for the content and literary style of the English writers. *Prerequisite: None*

### EN 280 American Literature 3

This course will evaluate American literature for its style, content, and value, specifically for the Christian student and teacher. The class will give the student an appreciation for the content and literary style of American authors. *Prerequisite: None*

**EN 370 Creative Writing 2**

This course provides an overview of the various forms of creative writing. Students will study and practice a wide variety of creative writing forms, including poetry, short stories, drama, and ministry writing. *Prerequisite: EN102*

**EN 403 Shakespearean Literature 2**

Students in this course will analyze Shakespearean literature through the famous bard's dramas and sonnets. By the end of the course, students will have a comprehensive working knowledge of Shakespeare's dominating ideas in his works. *Prerequisite: EN 102*

**EN 404 Children's Literature 2**

Students will learn the skill of evaluating children's literature by studying popular children's nursery rhymes, fairytales, poetry, short stories, and novels. *Prerequisite: EN 102*

**EN 410 Teaching High School English 2**

Students will learn principles of teaching in a classroom arena as well as preparing lesson plans and actually teaching before their peers. Confidence in the classroom and confidence in English curriculum is emphasized in this course. *Prerequisite: EN 102, 270 and 280; 64 credits earned*

**EN 422 English Portfolio 3**

This course will provide the English education major with the necessary tools of researching and writing. The student will learn to write different genres for the many purposes that the ministry requires. *Prerequisite: EN 102 and EN 370; 96 credits earned*

**Evangelism****EV 210 History of Revivals 3**

This course will study the periods of revival that have taken place in American history from the landing of the Pilgrims at Plymouth through the present. The Great Awakenings, the frontier revivals and camp meetings, and the "Prayer Meeting" revival of the middle 1800s will be studied in detail, along with the men who had a part in them. Concentration will be placed on the surprising work that God did during these times rather than on any specific methods or styles of preaching. *Prerequisite: None*

**EV 221 Evangelists and Evangelism 3**

This course will introduce young men to the field of evangelism. The role of the evangelist in the local church, his ministry, his relationship to the pastor, and his preaching will be studied. The scriptural basis for the ministry of evangelism will be studied along with some of the men in the past who have faithfully fulfilled that role. *Men Only. Prerequisite: None*

**EV 301 Evangelism Practices and Methods 2**

This course will look at the evangelist's personal and itinerant schedule. How

to schedule meetings, how to conduct the meeting, his methods of preaching, invitations, and personal counseling will be studied. Concentration will be placed on his role in the local church as a help to the pastor within the context of a revival meeting. *Men Only. Prerequisite: EN 102*

**EV 310 Youth Evangelism 2**

This course will look at youth work, how to reach teenagers effectively for Christ, and how to disciple them. Philosophy of youth work including preaching, activities, and training will be studied. *Men Only. Prerequisite: EN 102*

**EV 410 Evangelism Ethics 2**

This course will teach how the evangelist is to conduct himself in relationship to his home church, the local churches where he preaches, and the people within that church. Areas of counseling, finances, family, and friendships will be covered. *Men Only. Prerequisite: EN 102*

## **Graphic Design**

**GD 221 Graphic Design 1 2**

Graphic design is a fundamental skill in media. This course will provide the students with the opportunity to learn to design graphics to enhance print and web media. Graphic design principles and techniques will be studied to learn how to effectively communicate visually. Modern trends and techniques will be studied to keep graphics looking current. *Prerequisite: None*

**GD 222 Graphic Design 2 2**

Building on the concepts presented in Graphic Design 1, this course will examine the connection between visual elements and effective visual communication. Advanced skills of form, line, hierarchy, and grid will be presented and expanded. Individual applications of graphic design will be addressed along with creative solutions applicable to each. Students will explore the creative process and specific uses of design in other forms of media. *Prerequisite: GD 221*

**GD 323 Typography 2**

This course covers the basics of typography, the use of letters and type to effectively communicate in graphic and web design. It will briefly cover the history of type and the printing press, the fundamentals of designing with type, practical applications for typography in graphic and web design, and best practices of copy design and layout. *Prerequisite: GD 221*

**GD 324 Print Production 2**

This course will provide the student with knowledge of industry standard software for professional print layout and design, principles unique to designing for print, and technology involved in the printing process. Throughout the course, students will receive hands-on training by designing a variety of print pieces. *Prerequisite: GD 221*

**GD 425 Branding Design 2**

This course will provide the student with a working knowledge of branding and logo design. The student will be able to effectively design a brand for a church or ministry that communicates that ministry's purpose statement and identity. Color theory and visual communication skills will be developed through this course. *Prerequisite: None*

**History****HI 205 World Geography 2**

This course provides a physical-cultural study of the earth and mankind created by God; it is designed to review the world map, its continents, countries, and major bodies of water. Discussions of the topography and political divisions of the continents will help students discover the variety of cultures including vastly differing forms of contemporary government and economic systems and learn how physical features of the earth, climate, natural resources, human activities and customs affect the political, economic, and social character of nations and regions. The study of these varied cultures will help students understand the importance of man's relationship to God and develop a greater burden for this world's lost souls. *Prerequisite: None*

**HI 210 Cold War History 2**

This course is a survey of the time period between the Bolshevik Revolution of 1917 and the fall of the Soviet Union in 1991. The seething conflict between the United States and the Soviet empire affected global politics, economics, and culture. The Cold War will be studied through the ideas, documents, personalities, and events of this period. The course will also direct students to Scriptural truths relevant to turbulent times in American history and in her future. *Prerequisite: None*

**HI 281 History of Civilization 1 3**

This course presents a general survey of civilization from the earliest records through the sixteenth century. Taught chronologically, the course will include a discussion of the major political, economic, intellectual, social, and religious forces which have influenced the development of civilization from the beginning of time through the 1700s. Emphasis will be placed on the impact of Christianity upon the world, and life lessons with scriptural applications from history will be incorporated throughout the course. *Prerequisite: None*

**HI 282 History of Civilization 2 3**

This course is a continuation of HI 281 and is a study of world civilizations from the seventeenth century to the present. The course will be taught chronologically and will focus upon the historical effects of government, religion, scientific development, socioeconomic structures and the arts which have influenced the development of civilization from the seventeenth century to the present. Emphasis will be placed on the impact of Christianity upon the world, and life lessons with scriptural applications from history will be incorporated throughout the course. *Prerequisite: None*

**HI 283 U.S. History 1 3**

This course examines the development of the United States from the colonial period through the Civil War. It gives special emphasis to Christianity's influence on the development of the United States. It will also look at how Christian men and women have made a significant impact on the development of our nation. *Prerequisite: None*

**HI 284 U.S. History 2 3**

This course is a continuation of HI 283, and it examines the development of the United States from the aftermath of the Civil War to modern America. It gives special emphasis to Christianity's influence on the development of the United States. It will also look at how Christian men and women have made a significant impact on the development of our nation. *Prerequisite: None*

**HI 311 19th Century History 2**

This course is designed to give students a working knowledge of the developments that occurred in America in the areas of civil rights and government; popular entertainment and culture; business, industry, education, religion, and social issues during the 19th Century. Students will be challenged to memorize the details of significant events throughout the century. In addition, course projects are designed to help students to analyze and identify the correlations of these events with events and issues in America today. *Prerequisite: EN 102*

**HI 312 Recent European History 2**

This course looks at the more recent history in Europe and its relationship to the United States and Christianity in general. The impact of certain events and leaders will be studied. *Prerequisite: EN 102*

**HI 313 Recent American History 2**

This course looks at the more recent history in America and its relationship to Christianity. The impact of certain events and leaders will be studied through a year by year survey of 20th century America. Class notes and lectures will highlight people and events that shaped the century. *Prerequisite: EN 102*

**HI 314 American Documents 1 2**

This course is designed to affirm the importance and usefulness of reading original documents to understand American history from its founding through the Civil War Era. The documents are not definitive or all-inclusive but are a catalyst to present differing views on some of the major issues and disputes in American history. The documents are meant to awaken a spirit of inquiry and conscious deliberation. Additionally, the course will point students to the timeless truths of Scripture and their relevance in American history and in her future. *Prerequisite: EN 102*

**HI 315 American Documents 2 2**

This course is designed to affirm the importance and usefulness of reading original documents to understand American history from the Reconstruction Era to the beginning of the 21st century. In particular, students will be

challenged to analyze the interrelationships and meanings of equality and liberty. Additionally, the course will point students to the timeless truths of Scripture and their relevance in American history and in her future. *Prerequisite: EN 102*

**HI 321 World War II History 2**

This course is an in-depth study of World War II with its significant events and leaders. A study of how this war shaped the politics and religious views of American culture will be evaluated. *Prerequisite: EN 102*

**HI 331 American Civil War 2**

This course examines the social, political, economic, and ideological forces that led to the Civil War and Reconstruction. Topics include regional conflicts and sectionalism, dissolution of the Union, military campaigns, and the War's socioeconomic impact, aftermath, and consequences. Upon completion, students should be able to analyze significant political, spiritual, socioeconomic, and cultural developments in the United States during the era of the Civil War. *Prerequisite: EN 102*

**HI 401 Teaching Elementary History 2**

A systematic approach to teaching history in the Christian elementary school will be implemented in this course. Students will learn how to prepare operative lesson plans, present effective history lessons, successfully communicate with their students, and incorporate Biblical principles into their daily lessons. *Prerequisite: EN 102; 64 credits earned*

**HI 402 Teaching Secondary History 2**

A systematic approach to teaching history in the Christian secondary school will be implemented in this course. Students will learn how to prepare operative lesson plans, present effective history lessons, successfully communicate with their students, and incorporate Biblical principles into their daily lessons. *Prerequisite: EN 102; 64 credits earned*

**HI 410 History of Fundamentalism 3**

This course is a study of the history of American Fundamentalism from the 19th century with its development and influence over American Christianity. It will discuss the leaders, schools, and missionary work. The different meanings of Fundamentalism, its cultural connotation, the strengths and failures of the movement, New Evangelicalism, Neo-orthodoxy, and Liberalism will be studied. Students may learn from this history and discern any theological movement in the coming years based upon the Bible. (This course can function as a substitute for Contemporary Theology or Baptist History.) *Prerequisite: EN 102*

**Home Economics**

**HE 101 Meal Preparation 1 3**

This course will teach students both how to prepare menus with proper nutritional value and the basic preparation of those meals. Instruction will be given in the proper use of cooking appliances and utensils. Emphasis will

be placed on making meal times in a Christian home an enjoyable experience.

*Prerequisite: None*

**HE 102 Meal Preparation 2 3**

This course emphasizes how to plan menus and how to read labels and shop in order to prepare family meals that are both nutritional and economical. Each student will participate in the planning, shopping, and preparation of a group luncheon. Some instruction on feeding a family without boxes and cans, as on the mission field, will be explored. *Prerequisite: None*

### **Interactive Design**

**ID 231 Web Development 1 2**

This course is designed to provide the student with skills to design and develop professional websites, teaching the student how to plan, build, and publish for the web medium. HTML and CSS syntax, along with development best practices, will be emphasized throughout the course. *Prerequisite: None*

**ID 232 Web Development 2 2**

This course is designed to build on the foundation laid in Web Development 1 with instruction in advanced CSS animation and layout, working with embedded media, developing a long-term web strategy through content, and responsive design and layout. The student will learn to design and build more advanced websites with cutting-edge technologies. *Prerequisite: ID 231*

**ID 333 Interactive Design 2**

This course will enable the student to effectively design the interfaces of websites and mobile applications. Students will learn how people use and consume data and the most effective methods of displaying information to the end user. Interface design methodology will be implemented in a website design that takes advantage of modern technology. *Prerequisite: GD 221 or VA 102*

**ID 334 WordPress Development 2**

This course is designed to introduce and instruct students in installing, designing, and maintaining WordPress as a content management system. Website frameworks will also be explored, which will enable the web developer to manage larger and more sophisticated websites that can continually expand and develop as ministry needs arise. *Prerequisite: ID 231 or ID 333*

### **Master's Core Class**

**MRW 501 Research and Writing 3**

This course is designed to equip the student with the ability to research, write, and format (Turabian) a masters' level argumentative research paper. This course is intended to prepare students for writing assignments required in all concentrations within the MRE program. This course covers the research process, how to use the library resources, other research databases. Additionally, time will be given to the development of an argument along with basic writing and revision techniques. *Prerequisite: None*

**Math****MA 100 College Math 3**

MA 100 is an introduction to the basics of mathematics. This course is intended to prepare students for beginning algebra and college level courses and programs. Students will be introduced to the language of algebra and learn how to evaluate algebraic expressions and solve first degree equations. *This course can be waived with a score of 535 or higher on the SAT tests. Additionally, a score of 17 or higher on the ACT can also satisfy this requirement. Prerequisite: None*

**MA 101 Algebra 1 3**

This course introduces key concepts and theories that provide a foundation for further studies in mathematics (Geometry, Algebra 2, and beyond). Students will be challenged to increase their mathematic literacy in the topics of signed numbers, linear equations, word problems, exponents, polynomials, factoring, and rational equations. The problem solving and critical thinking skills that are learned in Algebra 1 can be taken to and applied in other academic disciplines. *Prerequisite: None*

**MA 102 Algebra 2 3**

This course requires MA 101 and is an advanced continuation of the same. *Prerequisite: MA 101*

**MA 201 Geometry 3**

Geometry is the third course of the WCBC mathematics series. It is normally followed by trigonometry in the spring semester. A background of two semesters of algebra is considered a prerequisite. Concepts related to logical and methodical thinking skills will be addressed as applied to 1-, 2-, and 3-dimensional space, primarily including relationships of lines, planes, polygons, and loci. Students will seek and summarize Scriptures dealing with logical thought in Romans. *Prerequisite: None*

**MA 210 Trigonometry 3**

This course is designed to give the student a basic understanding of trigonometry in preparation for teaching the same in a Christian high school setting. *Prerequisite: None*

**MA 301 Calculus 1 3**

Calculus 1 is the fifth course of the WCBC mathematics series for secondary education majors. Algebra 1 and 2, Geometry, and Trigonometry are required prerequisites. Limits, differentiation techniques, applications of derivatives, related rates, extreme values, concavity, optimization, and basic theory and techniques of integration comprise the core concepts studied. A portion of most lectures will also draw attention to spiritual and practical applications of the concepts presented. *Prerequisite: MA 210 with a grade of a "C-" or higher*

**MA 302 Calculus 2 3**

This course requires MA 301 and is an advanced continuation of the same. *Prerequisite: MA 301 with a grade of a "C-" or higher*



**MA 401 Teaching Elementary Math 2**

A systematic approach to teaching math in the Christian elementary school will be implemented in this course. Students will learn how to prepare operative lesson plans, present effective math lessons, successfully communicate math concepts, and incorporate Biblical principles into their daily lessons. *Prerequisite: EN 102; 64 credits earned*

**MA 402 Teaching Secondary Math 3**

This is the eighth course in the WCBC mathematics series for secondary education majors having a primary concentration in math. Students will need to demonstrate an aptitude for teaching in presenting lessons and creating lesson plans from three different courses in secondary math. Problem sets from algebra, geometry, trigonometry, series, and applied math are given. With the emphasis on education skills, child age and development of abstract thought are studied, plus a contrast of US math class methodology with other countries. *Prerequisite: EN 102; 64 credits earned*

**Missions****MI 101 Introduction to Missions 2**

This course is an introduction to missions, to its biblical basis, and to the current challenges and needs on the mission field. The purpose is to give the student a sense of the great need for missions today. The lives of great missionaries will be reviewed. *Prerequisite: None*

**MI 201 Philosophy of Missions 2**

This course is designed to give the student a philosophy of missions patterned after the biblical model. Special emphasis will be given to the relationship between the local church and the missionary. It will prepare the student to develop an effective philosophy of missions as a pastor or missionary. *Prerequisite: None*

**MI 210 The Missionary's Wife 2**

This class is an elective designed for those women who will be serving along side their husbands on the foreign soil. This elective may substitute for another required missions class. *Prerequisite: None*

**MI 296 Lives of Great Missionaries 2**

This course is designed to familiarize students with some of the outstanding lives in missionary history. Concentration will be given to traits that God used and lessons for missionaries today. *Prerequisite: None*

**MI 301 History of Missions 2**

This course studies the history of missions from the beginning of the church to this present day. The first half of the class will emphasize the apostle Paul's missionary journeys. The second half of the class will emphasize missions from the 1800s to the present. *Prerequisite: EN 102*

**MI 311 Biblical Theology of Missions 2**

This missions elective is designed to teach the student the theology of missions found in the Scriptures. This elective may substitute for another required missions class. *Prerequisite: EN 102*

**MI 321 Missionary Practices and Methods 2**

This course will teach biblical methods and principles as they relate to cross-cultural evangelism and church planting. It will discuss the missionary's life on the field and relationships with nationals. *Prerequisite: EN 102*

**MI 333 The Making of a Missionary 2**

This missions elective is really a study of the life of the Apostle Paul and how God made him into one of the world's greatest missionaries. This elective may substitute for another required missions class. *Prerequisite: EN 102*

**MI 341 Cultural Anthropology 3**

This course will give the student an understanding of the study of man in his culture. Because the culture of every society differs, and missions major must understand how to minister within that culture without sacrificing the core truths and beliefs of the Word of God. This course will give the student an understanding of himself within his or her culture and how others view us as "Americans." This class will help lessen some of the possible "culture shock" for the future missionary. *Prerequisite: EN 102*

**MI 444 Practical Missions Preparation 2**

This missions elective is designed to help a missionary learn how to design a display board, how to edit an appropriate video to introduce himself, and how to design prayer cards that communicate the vision God has given to him. This practical elective may substitute for another required missions class. *Prerequisite: EN 102*

**Music****MU 100 Rudiments of Music 2**

This course is an introduction to music theory covering the elements of pitch and rhythm, music notation, and an introduction to musical analysis. Students may test out by scoring adequately on the Music Theory Placement Test. *Prerequisite: None*

**MU 110 Freshman Fifteen 1**

Freshman Fifteen is an audition ensemble accessible only to students entering their freshman year of college. Once selected, the student commits to weekly rehearsals, performances, and assignments related to the musical development and performance of the group. *Prerequisite: Instructor Approval*

**MU 121 Music Theory 1 3**

This course is a study of the scales, diatonic chords, part writing, music typesetting, and arranging structured in a way to reflect the unique needs of church musicians. Students must demonstrate the ability to compose an

original gospel song in the 19th-century style. *Prerequisite: MU 100 with a grade of a "C" or higher, or test scoring requirement met; Corequisite: MU 123*

**MU 123 Sight Singing and Ear Training 1**

Sight singing, aural training, dictation, rhythm, and keyboard skills coordinated with the curriculum of Music Theory 1. *Corequisite: MU 121*

**MU 131 Music Theory 2 3**

A continuation of Music Theory 1, this course introduces a more detailed study of harmony, writing piano accompaniments, and an introduction to the ambiguities of analytical systems. *Prerequisite: MU 121 with a grade of a "C" or higher, and MU 123; Corequisite: MU 133*

**MU 133 Sight Singing and Ear Training 2 1**

A continuation of MU 123. *Prerequisite: MU 121 and MU 123; Corequisite: MU 131*

**MU 150 Voice Class 1**

Group work in the fundamentals of good singing, including breathing and posture, tone, pronunciation, repertoire, interpretation and stage presence are covered in this class. Students gain practical experience by singing several solos for a grade. *Prerequisite: None*

**MUPT 201 Theology of Worship 2**

God is seeking those who would worship Him in spirit and in truth. This course explores the biblical teachings about music and worship and equips the Christian leader with the critical thinking, reasoning, and communication skills necessary to form a biblical philosophy of worship. Students will engage in a variety of readings and critiques and many class discussions as they explore the many difficult questions surrounding the topic of music and worship. *Prerequisite: None*

**MU 202 Survey of Music History 2**

Developing listening skills and a basic understanding of Western music through the study of music literature. Students will be introduced to the basic instruments, structures, forms, and composers from the major style periods, with emphasis on the music from 1700-1950. *Prerequisite: None*

**MU 221 Music Theory 3 3**

A continuation of Music Theory 2, this course continues a study of music theory from the church musicians' point of view, but introduces more complex harmonic vocabulary and the complex ideas associated with modulation and their implications for both arrangers and analysts. *Prerequisite: MU 131 with a grade of a "C" or higher, and MU 133*

**MU 223 Music Technology 1**

This course explores the technological side of music and music ministry, exploring the characteristics of sound, acoustics, MIDI composing, sound engineering, sound systems, and the accompanying software for these activities. A brief introduction is given for the major software companies such as Finale, ProTools, and Sibelius. *Corequisite: MU 221*

- MU 231 Music Theory 4** 3  
A continuation of Music Theory 3, this course covers advanced work in part writing, analysis, arranging, composition, and music typesetting for the church musician. Included is a discussion of effective use of musical devices which seem to fall outside the parameters of traditional harmonic analysis. *Prerequisite:* MU 221 with a grade of a "C" or higher, and MU 223
- MU 233 Keyboard Harmony** 1  
This course is a continuation of the musicianship courses accompanying music theory. This course focuses on developing key technical and analytical skills on the keyboard coordinated with the curriculum of Music Theory 4. These skills include, but are not limited to, playing from a lead sheet, playing from a figured bass, properly voicing chords, etc. *Prerequisite:* MU 221 and MU 223
- MU 250 Rhythm** 2  
This elective course covers the practical performance of rhythm with the triple-action counting method, rhythmic dictation, the structure of the Western rhythmic system, and an introduction to rhythmic grouping. *Prerequisite:* None
- MU 301 West Coast Choir and Orchestra** 1  
The West Coast Choir (WCC) is an audition choir made up of students from all programs of study. In it, you will form a community of performers and artists, sing incredible and challenging music in worship, participate in various activities and events, record on the new college album, and serve a variety of musical functions throughout the school year. Auditions happen once a semester. New members and first year members have an entrance and an exit audition before and after their first year in the choir. *Prerequisite:* *Instructor Approval*
- MU 302 History of Western Music** 2  
This course is a survey of the major historical trends that have defined Western music for the last 2,000 years. Through the study of music literature, students will be introduced to composers, music terminology, the basic structures, forms, and instrumentation and performance practices from the major style periods. *Prerequisite:* EN 102 and MU 202
- MU 304 Piano Accompaniment** 2  
This elective course is a skills-based class that will focus on the discipline of piano collaboration. Areas covered in the lectures and practiced as assignments will cover playing for solo musicians, small ensembles, large ensembles, congregations, and piano duets and duos. General piano skills, such as on-sight rhythm recognition, sight-reading, reading in different clefs, playing various combinations of parts in a vocal ensemble setting, and transposition will be addressed and practiced on a weekly basis. *Prerequisite:* None
- MU 310 Vocal Diction and Pedagogy** 2  
An introduction to the fundamentals of vocal/physical anatomy, acoustics, and diction, with an emphasis on materials, methods, and procedures used in

teaching basic principles of vocal production for both individuals and groups. Course will include regular listening and singing exercises, readings, in-class demonstrations, and presentations. Students will observe voice classes and private lessons. *Prerequisite: EN 102, MU 150, and MU 431*

**MU 315 Choral Conducting 1 2**

This course introduces the student to the art and mechanics of choral conducting. The course explores the basic conducting patterns, left hand technique, non-verbal communication, leadership, musical terminology, expressive gestures, and score study. This course will develop important conducting techniques necessary for choir directors and congregational song leaders in local church ministry. *Prerequisite: EN 102*

**MU 316 Choral Conducting 2 2**

This course explores the essentials of choral rehearsal and performance, the role of the conductor in both, the effective use of rehearsal technique, the identification and correction of vocal faults, and the communicating of musical concepts to a volunteer choir with little or no formal music training. *Prerequisite: MU 315 with a grade of a "C" or higher, and EN 102*

**MU 320 Summer Ministry Teams 1**

Students in these traveling ensembles represent West Coast Baptist College in local churches around the country. *Prerequisite: None*

**MU 333 Church Music Administration 1**

The important role of the music director will be studied. Every aspect of music ministry will be covered from choir attendance, to effective choir rehearsals, to pastoring your choir. Starting a choir and preparing seasonal musicals will also be covered. *Prerequisite: EN 102*

**MU 334 Piano Pedagogy 3**

This class is devoted to the profession of teaching students to play the piano. Various aspects of the profession are covered, from the practical (advertising, acquiring students, business practices) to the specific (teaching beginning students, surveys of several piano methods, technique and musicality). *Prerequisite: EN 102, MU 121, 122, 131, and 132*

**MU 368 Teaching Elementary Music 2**

This course is designed to help students learn principles of teaching elementary music in a classroom arena as well as how to prepare lesson plans and educational objectives. Students will teach sample lessons. Confidence in the classroom is emphasized in this course. *Prerequisite: EN 102; 64 credits earned*

**MU 371 Ensemble 1**

Students in the music department are required to participate in a performing group every semester during their studies. The student may choose to continue with the West Coast Choir and Orchestra to fulfill this credit. Otherwise, the student will be assigned with a performance group that will meet throughout

the semester for rehearsal, development, and performance. Admission to this course is at the discretion of the Music Department. *Prerequisite: None*

**MU 401 Sacred Music Literature 2**

This course is designed to expose students to the variety of genres related to “sacred” music history. While not occupying too much time on historical events, this course will examine historical musical pieces from the early church to the present. The main activities will be musical listening, analysis and function for worship. *Prerequisite: EN 102*

**MU 411 Arranging and Composition 2**

This course explores various composition and arranging techniques relevant to church music. Students will engage in stylistic analysis of both classical and modern forms, moving from analysis to style-specific arranging. Additionally, students will engage in “from scratch” composition in a variety of vocal formats. This course requires a working knowledge of Finale or other notational software and/or MIDI sequencing software. This course should not be attempted until successful completion of Music Theory 1-4. *Prerequisite: EN 102*

**MU 412 Orchestration and Scoring Techniques 2**

This course explores various composition and arranging techniques relevant to church music, particularly for instrumental music. The course will cover all the orchestral instruments, ranges, dynamic ranges, and any pertinent information relevant to the composition process. This course requires a working knowledge of Finale or other notational software and/or MIDI sequencing software. This course should not be attempted until successful completion of Music Theory 1-4 and Arranging and Composition. *Prerequisite: EN 102*

**MU 420 Choral Arranging 2**

A study of two-, three-, and four-part choral writing, effective use of vocal spacing, keyboard accompaniments, and formal structures that are useful for arranging church music. *Prerequisite: EN 102*

**MU 421 Private Piano Lessons 1**

Lessons will be tailored to the individual ability of the student. *Prerequisite: Instructor Approval*

**MU 422 Private Instrument Lessons 1**

Lessons will be tailored to the individual ability of the student in instruments including strings, woodwind, and brass. *Prerequisite: None*

**MU 431 Private Voice Lessons 1**

Private voice lessons give students the opportunity to receive individual, personalized instruction in solo vocal performance. Half hour weekly lessons will include segments on scales and other exercises, breathing and posture, tone, pronunciation, repertoire, and music study and rehearsal skills. Students will demonstrate their progress with presentations during the Vocal Performance Class. *Prerequisite: MU 150*

**MU 461/462 Instrumental Methods 1 & 2** 4

These courses explore the pedagogical approaches to each of the four instrument groups, two per semester. The first semester covers string and woodwinds. The second semester covers brass and percussion. Students will have the opportunity to perform on different instruments from each group, focusing on important technical and pedagogical approaches relevant to school bands, orchestras, and instrumental ensembles. *Prerequisite: EN 102*

**MU 471 Senior Music Recital** 1

This course functions as the seventh required semester of private lessons. As opposed to jury requirements, the student uses this semester solely to prepare for the Senior Music Recital, given in the same semester this course is taken. All the guidelines, fees, and schedule requirements related to Private music lessons apply equally to the Senior Music Recital course. *Prerequisite: MU 342 or MU 362; 96 credits earned*

**MU 481/482 Church Music Seminar 1 & 2** 8

This course is a capstone course covering a variety of topics related to church music and worship leadership. In addition to the helpful discussions, each student will serve a sort of internship in the music departments of WCBC and Lancaster Baptist Church for a certain number of hours per semester. *Prerequisite: EN 102*

**MU 491/492 Music Education Seminar 1 & 2** 6

This course is a capstone course covering a variety of topics related to music education and educational leadership. The course will examine current scholarship and issues in music education. In addition to the helpful discussions, each student will student teach as part of Lancaster Baptist School and Antelope Valley Music Academy for a certain number of hours each semester. *Prerequisite: EN 102*

**Physical Education****PE 101-1 Male Lifetime Sports and Fitness** 2

Our bodies are temples of the Lord. This course is designed to help us steward that body to its fullest potential. *Prerequisite: None*

**PE 101-2 Ladies Physical Fitness** 2

This course will give young ladies the foundation for a comprehensive diet and physical fitness plan. Students will study and practice weight lifting, endurance training, speed training, agility training, and resistance training as well as many other effective exercise techniques. *Prerequisite: None*

**PE 201 Survey of Physical Education** 2

This course will focus on the philosophy of physical education in the Christian school and will also give instruction to teachers and coaches in the areas of communication, discipline, coaching techniques, and physical education activities. *Prerequisite: None*

**PE 202 Elementary Physical Education 2**

This course will prepare the student to teach elementary physical education. Ideas for games, sports, and activities will be taught on the basis of their value to elementary children whose bodies should always glorify Christ. *Prerequisite: None*

**PE 302 Coaching Volleyball, Softball, and Baseball 3**

This course will give the student a basic understanding of the philosophy, rules, techniques, drills, practices, and game preparation for volleyball, softball, or baseball in the Christian school. *Prerequisite: None*

**PE 303 Coaching Basketball 3**

This course will give the student a basic understanding of the philosophy, rules, techniques, drills, practices, and game preparation for basketball in the Christian school. *Prerequisite: None*

**PE 304 Coaching Football and Soccer 3**

This course will give the student a basic understanding of the philosophy, rules, techniques, drills, practices, and game preparation for football or soccer in the Christian school. *Prerequisite: None*

**PE 401 Officiating 3**

This course is designed for the student minoring in Physical Education. The student will learn the art of officiating elementary and secondary sports events. This class is two semesters long. *Prerequisite: None*

**PE 404 Philosophy of Coaching 4**

This course is designed to equip the Christian coach with a biblical philosophy for athletics in the Christian school. *Prerequisite: None*

**Practical Theology****OR 101 Principles of Christian Living 2**

This course is a class required for all freshmen as they enter school. It teaches students skills regarding study habits, character, library and reading skills, personal devotions, Bible memorization, and prayer. It is designed to help the student adjust from high school to college life here at West Coast. *Prerequisite: None*

**PT 100 Practical Theology 1**

This course is taught by Dr. Paul Chappell to equip young men for the work of the ministry. Students will gain practical insights on church planting, servant leadership, staff training, and administration of local church work. *Prerequisite: None*

**PT 106 Intro. to Biblical Counseling 2**

This course provides an introduction to the fundamentals of basic biblical counseling, emphasizing Scriptural prescriptions for man's physical, mental, and spiritual needs. *Prerequisite: None*



- PT 107 Principles of Leadership: Life of David 2**  
This course looks at one of Israel's greatest kings. From his life, principles are drawn to help us become people "after God's own heart." *Prerequisite: None*
- PT 108 Principles of Leadership: Life of Paul 2**  
This course looks at the life and times of the Apostle Paul, formerly Saul of Tarsus, and his journey from persecutor of the church to preacher and prisoner for Christ. *Prerequisite: None*
- PT 111 Personal Evangelism 2**  
This course is designed to help the individual student be an effective witness for the Lord. Instruction will be given on how to reach the lost with the Gospel. Students will be required to memorize key verses for bringing sinners to Christ and giving them biblical assurance of salvation. Every student must participate in the TEAM soulwinning program of Lancaster Baptist Church. *Prerequisite: None*
- PT 115 Principles of Leadership: Life of Joseph 2**  
This course looks at the life and times of Joseph who was the favored son, but also the hated brother. Students will study the life of a man of integrity and forgiveness. *Prerequisite: None*
- PT 125 Evangelistic Songleading 2**  
This course is an introduction to music in a church worship service. Students will learn the basics of song leading as well as platform technique. *Prerequisite: None*
- PT 127 Christian Manhood 2**  
This course is designed to give specific instructions to stay separated for God and become distinctive in Godly living. Tools will be given for building a life of Godly character and discipline. Topics to be covered will include, but not be limited to, self-discipline, personal hygiene, proper treatment of ladies, financial management, and servant leadership. *Prerequisite: None*
- PT 200 Pastoral Theology 2**  
This course designed for men in the Bible program combines pastoral theology with the "how to" principles to do the work of the ministry in local churches. *Prerequisite: None*
- PT 201 Sign Language 1 2**  
This course is designed to teach students about 600 signs to allow them to communicate with the Deaf. Students will also sign a song, story, Bible lesson, and the gospel. *Prerequisite: None*
- PT 202 Sign Language 2 2**  
This course is a continuation of PT 201. Students will learn how to better communicate with the Deaf using the tools from PT 201 as a foundation, "how to sign like the Deaf." This will help the signer be more effective in communicating with the Deaf. Students will converse much and present projects in American Sign Language. *Prerequisite: PT 201 (or otherwise demonstrate mastery of PT 201 material).*

**PT 260 Principles of Leadership: Life of Samuel 2**  
This course looks at the life and times of Samuel, the last of the judges and the first of the national prophets. *Prerequisite: None*

**PT 266 Sunday School Administration 2**  
This course is designed to train future Sunday school directors in the whole scope of Sunday school ministry. The student will learn how to organize the Sunday school from the nursery department all the way through the senior adults. *Prerequisite: None*

**PT 292 Sermon Preparation 2**  
Building upon the basic principles of Bible interpretation, this class will teach students how to create Bible messages. Students will learn how to write sermons that have purpose, textual integrity, unity, and clarity. *Prerequisite: None*

**PT 297 First Aid for Missions and Ministry 2**  
This course is tailored for educators and missionaries. It covers topics ranging from medical emergencies in the classroom to common injuries and ailments. The training in conducting an interview with a patient and doing a basic physical exam will help the student in gospel presentations and counseling scenarios. *Prerequisite: None*

**PT 307 Professional Training 2**  
This course is designed to prepare ministerial candidates for the practical areas of the local church ministry as it discusses professionalism as a Christian, as a leader, and as a ministry staff member. Lectures and class notes will prove to be beneficial for future use in the ministry. *Prerequisite: None*

**PT 311 Christian Marriage and Home 2**  
This course provides the student with the biblical ingredients to a godly marriage and family. It will attempt to provide the student with the discernment needed to be able to provide a biblical balance in his family life and ministry. *Prerequisite: None*

**PT 317 Counseling Women 2**  
This course is designed to help ladies learn how to give biblical counsel to other ladies. This course is designed for any lady preparing for a lifetime of Christian service, as well as those ladies who may not be called to full-time ministry, but desire to be a help in their respective churches. *Prerequisite: EN 102*

**PT 321 Homiletics 1 2**  
This course provides the basic tools required to prepare, organize, and communicate effectively the Word of God. Each student will be given the opportunity to practice delivering sermons in the classroom. *Prerequisite: BI 291 and EN 102*

**PT 322 Homiletics 2 2**  
This course is a continuation of PT 321 and emphasizes the proper delivery of the message giving special attention to different types of preaching with an emphasis on expository preaching. *Prerequisite: BI 291 and PT 321*

**PT 323 Homiletics 3 2**

This course is an advanced course dealing with special types of sermons for special occasions, holidays, and other specific settings. An emphasis will be placed upon practical application and development of introductions, conclusions, and illustrations. Instruction will be given on how to give invitations. *Prerequisite: BI 291, PT 321, and PT 322*

**PT 378 Local Church Discipleship 2**

This class is designed for men planning to serve as assistant pastors or senior pastors. The course will give students the opportunity to explore the biblical ingredients of a disciple as well as to organize a local church discipleship ministry. *Prerequisite: EN 102*

**PT 401 Pastoral Counseling 2**

This will be an in-depth look at the counseling responsibilities of the pastor. It will include a study of the techniques to be used to provide biblical counsel to those who are hurting and in need of guidance. It will also discuss the precautions that need to be taken by a pastor and staff when counseling. *Prerequisite: EN 102*

**PT 446 Effective Christian School Management 2**

This course is designed to give an administrative view of the Christian school ministry. Many Bible college students will serve in ministries with a Christian school. The fundamentals of operating a successful school will be presented and evaluated. This course will better equip college students in effectively managing a staff, a student body (K-12), and a Christian school. *Prerequisite: EN 102*

**PT 451 Ministry Internship 2**

This course is a directed study course. Its purpose is to give practical training in the local church. The student, under the direction of the pastor, will work in the various church ministries a minimum of six hours per week the last semester of his senior year. A report must be submitted weekly by the student to the Academic Dean. *Prerequisite: None*

**PT 511 Servant Leadership 3**

This graduate level course explores the philosophy of leadership commonly referred to as "servant leadership." Students will explore both the academic and practical levels of leadership as well as understanding the foundational principle of humanity as was modeled by our Saviour. *Prerequisite: None*

**PT 512 Spiritual Formation and Discipleship 3**

This course explores the process of bringing a new convert into becoming a fruitful disciple of Jesus Christ. Emphasis is placed on becoming that disciple personally as well as becoming a discipler of others. *Prerequisite: None*

## Science

- SC 101 Biology 1 3**  
Biology 1 is a three-credit course that initiates the WCBC secondary science series. All foundational biological concepts are taught in Christian perspective, including characteristics of life, cell structure, cell processes, and genetics. The false hypothesis of evolution is refuted Biblically, logically, and scientifically. Special Creation is upheld consistently through the same approaches. *Prerequisite: None*
- SC 102 Biology 2 3**  
This course is a continuation of SC 101. This course will focus on the macroscopic study of people, plants, animals, and other organisms, including evidence for biblical creation. *Prerequisite: SC 101 with a grade of a "C-" or higher*
- SC 201 Anatomy and Physiology 2**  
This challenging course will expand the student's understanding of the human body, its parts and their functions. The focus on human organ systems will fuel the student's faith in God's awesome power and genius in designing the human body. *Prerequisite: None*
- SC 202 Physical Science 3**  
Physical Science is a foundation science class, along with Biology 1, for students seeking credits toward a secondary concentration or students taking it as a general elective. All basic physical and earth sciences are addressed in course lectures. These topics include geology and plate tectonics, meteorology, oceanography, motion, atomic theory, chemistry, and astronomy. *Prerequisite: None*
- SC 301 Chemistry 1 3**  
Chemistry 1 is the fifth course of the WCBC eleven-course science concentration. There is also a lab course (SC 315) offered concurrently. In this three-credit course, the key concepts are: solutions & mixtures, reactions and their mass relationships, acid-base reactions & pH, gaseous states, heat movement, quantum theory, periodicity, bonding methods, and, finally, valence & hybridization of electrons and their bonds. *Corequisite: SC 315*
- SC 302 Chemistry 2 3**  
This course requires SC 301 and is an advanced continuation of the same. *Prerequisite: SC 301 with a grade of a "C-" or higher; Corequisite: SC 316*
- SC 315 Chemistry Lab 1 1**  
Chemistry Lab 1 is a co-requisite course that accompanies SC 301 – Chemistry 1. Topics of study are the MORE lab analysis method, water solution conductivity, precipitation reactions, solubility, acid/base reactions, and dry ice impact on acidity. The lab meets one day per week most weeks of the semester. Each week's lab requires a report analyzing the observations made during the lab time. *Corequisite: SC 301*

**SC 316 Chemistry Lab 2 1**  
 This course is designed to give the student a basic understanding of chemistry with an appreciation for what God has created and designed. *Corequisite: SC 302*

**SC 401 Physics 1 3**  
 This course will give the student a basic understanding of the laws of physics and the ability to teach them to others. All instruction will be given with the understanding that God is in control of the universe, and the laws of physics are a result of His perfect design. *Prerequisite: MA 101 and MA 210*

**SC 402 Physics 2 3**  
 This course requires SC 401 and is an advanced continuation of the same. *Prerequisite: SC 401*

**SC 410 Teaching Elementary Science 2**  
 This course will give the student an opportunity to prepare and teach elementary science material for the Christian School. *Prerequisite: EN 102; 6.4 credits earned*

**SC 420 Teaching Secondary Science 2**  
 This course will give the student an opportunity to prepare and teach secondary science material for the Christian School. *Prerequisite: EN 102; 6.4 credits earned*

## Spanish

**SP 101 Spanish 1 3**  
 This course will introduce the student to the language of Spanish. There is no prerequisite. Concentration will be placed on the present tense, progressive tense, vocabulary, and the memorization of the Roman's Road. *Prerequisite: None*

**SP 102 Spanish 2 3**  
 SP101 (or a comparable language level) is a prerequisite for this course. Concentration will be placed on the preterite tense, imperfect tense, commands, vocabulary, and additional Bible verses for memory. A brief personal testimony will be written and presented in front of the class in Spanish. *Prerequisite: SP 101 with a grade of a "C-" or higher*

## Speech

**SPCH 101 Freshman Speech 2**  
 This course is designed to give the student the skills needed to properly prepare and deliver an effective speech. *Prerequisite: None*

**SPCH 102 Interpretive Speech 2**  
 This advanced Speech course is designed to take the student beyond the fundamentals of speech as taught in SPCH 101. Special emphasis will be placed on giving the student an understanding of how to use his voice and body movements to communicate truth. Whether preaching a sermon, teaching a lesson, sharing the Gospel, or telling a story, Interpretive Speech is designed to make your message come alive. *Prerequisite: SPCH 101*

**SPCH 201 Practical Speaking Methods 1**

This is a hands-on course for those who plan to influence elementary-aged children. Students are given practical ways to incorporate speech into teaching children that include visual illustrations, continuational storytelling, participational storytelling, and classroom incentives. It will also instruct students how to use and benefit from the use of illusion illustrations and animal balloons. *Prerequisite: None*

**SPCH 202 Drama Club 0**

This is a unique course designed to give students an opportunity to practice and perform monologues, reader's theater, and short dramatic plays at various college events. SPCH 101 is the minimum prerequisite for this course and a desire to obtain a Speech Minor is preferred although not required. Class members are chosen after an audition with the instructor. *Prerequisite: None*

**SPCH 211 Play Acting 2**

This course is designed to help the beginning actor acquire the necessary tools to communicate effectively through a dramatic production. Concentration will be placed on developing a proper characterization of a role through inner and outer motivation. The course will not only help the student learn to act individually, but also develop group skills as required in a dramatic play. *Prerequisite: SPCH 101*

**SPCH 302 Drama Productions 2**

This course will instruct the student in the direction of plays, programs, and dramatic readings that can be used in ministry. The basis and purpose of drama in ministry, the director, stage composition, stage movement, interpretation, casting, rehearsals, and performance will be studied. *Prerequisite: EN 102 and SPCH 101*

**SPCH 310 Debate 2**

This course is aimed at equipping the student with the skills needed to stand in defense of the faith. Taking a stand for Christ in these last days is difficult and it is important that Christians not only hold the right position, but also the right disposition. *Prerequisite: EN 102 and SPCH 101*

**SPCH 360 The Art of Storytelling 2**

Students will study the art of storytelling, writing original stories, and presenting these stories in an oral presentation. The emphasis of this course will allow students to learn to use storytelling in the classroom (or other arenas of ministry) for preparation of curriculum, principles of writing compositions, and oral class presentations. *Prerequisite: EN 102 and SPCH 101*

**SPCH 401/402 Private Speech Lessons 6**

The final two semesters in the Speech Minor are dedicated to helping the student through a series of private lessons to write, prepare, and present a Speech Recital. SPCH 401 (first semester) will be devoted primarily to the choosing and writing of the recital with special emphasis on the development of the characters within the story line. The first semester lessons will be group

lessons with all of the speech minors meeting together. SPCH 402 (second semester) will focus on the final preparation of the script, memorization, and finally the presentation of the recital. *Prerequisite: SPCH 101; 96 credits earned*

## TESOL

### TESL 101 TESOL 1 (Cross-Cultural studies) 2

TESOL 1 introduces the field of TESOL and gives an overview of various language teaching methods and second language acquisition theories. Students will learn about cross-cultural communication and adaptation. At the end of this course, students will teach a language lesson demonstrating their mastery of the course content. *Prerequisite: None*

### TESL 102 TESOL 2 (Pedagogy) 2

TESOL 2 introduces students to a typical ESL classroom. Students will learn to incorporate classroom instruction to accommodate various learning styles. The course will emphasize teaching beginner-level internationals. At the end of this course, students will teach an interactive lesson demonstrating their mastery of the course content. *Prerequisite: None*

### TESL 103 TESOL 3 (Linguistics) 2

TESOL 3 will give students an overview of the history and evolution of the English language. It will also introduce English linguistics and its application to teaching speaking and pronunciation. Students will teach pronunciation of a target sound demonstrating their mastery of course content. *Prerequisite: None*

### TESL 104 TESOL 4 (ESL Grammar Structures) 2

TESOL 4 prepares students to teach intermediate to advanced English language learners. Students will learn to teach grammar, reading comprehension, and writing skills with an emphasis on preparing internationals for the TOEFL. Students will learn how to evaluate language skills and assess progress of English language learners. *Prerequisite: None*

### TESL 105 TESOL 5 (Teaching Practicum) 2

TESOL 5 requires students to teach in an ESL classroom under the supervision of the instructor. *Prerequisite: None*

## Visual Arts

### VA 101 Media Foundations 2

This course is designed to help the students understand how a church as an organization effectively communicates both to its members and to its community in order to further the cause of Christ. The students will learn and understand the basics of creativity and communication, web development, church audio, print design, video production, and technology—all with a ministry-specific emphasis. *Prerequisite: None*

### VA 102 Design Technology 2

Students will be introduced to Adobe Creative Cloud and learn to use Adobe Photoshop and Adobe Illustrator along with other design technologies.

Emphasis will be placed upon establishing page layout, graphics manipulation, and pre-press skills. Projects will be given to reinforce the use of application features and equip the student to effectively use these technologies in design and in preparation for other media courses. *Prerequisite: None*

**VA 371 Visual Arts Lab/Practicum 1 2**

This course is primarily comprised of independent student work. Students will propose a large visual arts project—either to assist their home churches, to explore a new visual arts discipline, or to bolster their portfolios—and work through a series of milestones where they will check in their work in progress with their supervising instructor for feedback and direction. *Prerequisite: None*

**VA 372 Visual Arts Lab/Practicum 2 2**

This course is primarily comprised of independent student work. Students will propose a large visual arts project—either to assist their home churches, to explore a new visual arts discipline, or to bolster their portfolios—and work through a series of milestones where they will check in their work in progress with their supervising instructor for feedback and direction. This level 2 course must be taken after 1 and can either be a continuation of the previous project if the project is sufficiently rigorous or be a new project entirely. *Prerequisite: None*

**VA 481 Visual Arts Internship 3**

This internship in visual arts is performed during the academic semester and on the campus. Students will be paired with approved ministries in accordance with their individual skill sets and the ministry's specific needs. Students will complete practical projects in their disciplines for the benefiting ministry and keep a log of the hours and work completed which is turned in to the supervising instructor at regular intervals. Throughout the internship, students will gain practical experience by creating pieces that could be included in their capstone portfolio and will study principles of leadership and professionalism in visual arts. Each student must complete an application for internship during the previous semester in order to be enrolled in the internship course. *Prerequisite: None*

**VA 498 Visual Arts Portfolio 2**

This course is designed to provide the student with guidance in creating visual arts projects for inclusion in a portfolio that could be presented to a potential hiring ministry. This portfolio will showcase the student's work throughout his visual arts training. Students will receive assignments and instruction in-class and work through the necessary projects given throughout the course. This 2-credit course is taken as part of a visual arts proficiency. *Prerequisite: VA 101, VA 102, and GD 221; and GD 323, GD 324, GD 425, ID 231, ID 232, ID 333, ID 334, VP 141, VP 142, or VP 244*

**VA 499 Visual Arts Portfolio 4**

This course is designed to provide the student with guidance in creating visual arts projects for inclusion in a portfolio that could be presented to a potential hiring ministry. This portfolio will showcase the student's work throughout his



visual arts training. Students will receive assignments and instruction in-class and work through the necessary projects given throughout the course. This 4-credit course is taken as part of the visual arts concentration. *Prerequisite:* VA 101, VA 102, and GD 221; and GD 323, GD 324, GD 425, ID 231, ID 232, ID 333, ID 334, VP 141, VP 142, or VP 244

## Visual Productions

### VP 141      Photography 1      2

This course covers the basics of photography, broken into five distinct sections that will build on each other to give the student a range of technical knowledge and real-world experience of photography, and show how to use these skills in ministry applications. The history of photography, controlling exposure, the laws of composition, basic post-processing, and final output of images will all be covered during the course. *Prerequisite:* None

### VP 142      Photography 2      2

This course is designed to provide advanced training in photography, including studio lighting, advanced editing and post-processing techniques using industry-standard software, and more extensive hands-on training through photography workshops and active participation in a photography team. At the end of the course, a photography gallery will give the students experience in setting up a proper gallery and will exhibit the top images from the semester. *Prerequisite:* VP 141

### VP 244      Video Production      3

This course will demonstrate the power of video in communication, as well as techniques necessary to achieve the best results. Students will learn how to operate a video camera system, how to edit and correct video using industry standard software, and how to communicate through the video medium. *Prerequisite:* None

### VP 446      Animation and 3D Graphics      2

This course will explore the use of motion graphics and animations in video content through Adobe After Effects to add visual depth to video content. 3D modelling will also be introduced with students producing animated 3D objects in Maya and outputting video content from the animated sequence. Use of 3D graphics and animations will be explored as visual aids to building projects, educational visuals, and promotional announcement videos through a hands-on learning environment. *Prerequisite:* None

## Youth

### YM 101      Philosophy of Youth Ministries      3

This course introduces the basic philosophy, principles, and objectives in developing a Bible-based local church youth ministry. This course will review various options for ministering to youth, including camps, Sunday school, retreats, and youth evangelism. *Prerequisite:* None

- YM 113 Event Evangelism 2**  
This course is designed to show students how to complement their door-to-door soulwinning efforts with special events for evangelism. Students will learn how to organize a vacation Bible school, a bus ministry, a youth camp, and special “big day” events at a local church. This course can be substituted for PT 112 Advanced Evangelism. *Prerequisite: None*
- YM 201 Youth Outreach 2**  
This class is designed to help the youth pastor develop a strategy for reaching teens in his area. It will include a study of different methods for outreach as well. *Prerequisite: None*
- YM 202 Youth/Parent Counseling 2**  
This class is designed to train youth pastors, youth pastor’s wives and teen workers with the ability to counsel both the teen and parent in difficult situations. *Prerequisite: None*
- YM 210 Relationships and Ministry 2**  
This course will instruct the student in practical and biblical ways to “Live peaceably with all men.” (Romans 12:18) Steps will be given to equip saints to fulfill the Lord’s joy “That ye be likeminded, having the same love, being of one accord, of one mind...” (Philippians 2:2) in ministry. Furthermore, the student will be able to understand in a relational way what it means to have the mind of Christ. In the trenches of ministry, interpersonal relationships with fellow laborers are imperative. This class will give principles of communication, correction, and compassion that will make a difference in their calling. If teamwork makes the dream work, this class is the “how to” on teamwork. *Prerequisite: None*
- YM 313 Christian Camping and Retreats 2**  
This course is designed for those taking the Youth Minor. This course will deal with how to organize, plan and staff the Summer Camp program, the different retreats for teens, and a missions trip. This class will deal with the philosophy, the practical, and the legal ramifications that are necessary for ministry in the twenty-first century. *Prerequisite: EN 102*
- YM 401 The Assistant Pastor 3**  
This class is designed to teach young men practical ways to help the senior pastor. In addition, Bible characters who played “second fiddle” are studied. (Ladies with a youth minor may substitute The Pastor’s Wife for this class.) *Prerequisite: EN 102*
- YM 403 The Effective Youth Pastor 2**  
This course is designed to train aspiring youth pastors in practical areas of youth ministry. A balanced approach to youth work will be taught emphasizing preaching, activities, and Christian service. *Prerequisite: EN 102*
- YM 410 Youth Work Administration 2**  
This course introduces the basic principles and methods in building a youth ministry team that will bring glory to God. *Prerequisite: EN 102*

**ADMINISTRATION,  
FACULTY, & STAFF**

## BOARD OF DIRECTORS

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Chairman  
Heritage Baptist Church  
San Leandro, CA

**Pastor Tim Rasmussen**

Faith Baptist Church  
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Lancaster Baptist Church  
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**Dr. John Goetsch**

Chief Operating Officer  
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School Teacher  
Lancaster, CA

**Mark Cover**

Businessman  
Houston, TX

**Niranjan Sundararaj**

Businessman  
Sydney, Australia

## ADMINISTRATION

The Administration of West Coast Baptist College is committed to a hands-on approach to the everyday life of the students. Every member of the Administration is involved in teaching on a daily basis in the classroom and mentoring outside the classroom through the activities of student life. Students are encouraged to take advantage of the open-door policy of the Administration and seek counsel from them on any subject. Students know that at least one member of the Administration is always on campus to help them with any needs that they have.



**Dr. Paul Chappell**  
*Pastor—Lancaster Baptist Church*  
*Founder and President*  
*Instructor—Pastoral Studies*  
BA—Pacific Coast Baptist Bible College  
MA—Louisiana Baptist University  
DD—Trinity Baptist College



**Dr. John Goetsch**  
*Executive Vice President, Chief Operating Officer*  
*Instructor—Bible, Evangelism, Church Ministries*  
BA—Maranatha Baptist Bible College  
MA—Bethany Theological Seminary  
DD—Maranatha Baptist Bible College  
PhD—Bethany Theological Seminary



**Dr. Mark Rasmussen**  
*Vice President*  
*Instructor—Bible, Education*  
BS, MA, EdD—Hyles-Anderson College



**Dr. Jim Schettler**  
*Vice President, Dean of Students*  
*Instructor—Bible, Youth, Counseling*  
BA—Pensacola Christian College  
DD—Trinity Baptist College



**Ben Hobbs**  
*Chief Financial Officer*  
BA—Trinity Baptist College  
MBA—University of North Florida



**Dr. Thomas Shepherd**  
*Chief Academic Officer*  
BS—Fairleigh Dickinson University  
MA—George Washington University  
DHA—Medical University of South Carolina



**Dr. Jerry Goddard**  
*Dean of Administrative Affairs*  
*Instructor—Education*  
BS, MS—Bob Jones University  
EdD—Nova Southeastern University



**Tobias England**  
*Director of Institutional Effectiveness*  
*Instructor—Bible*  
BRE, MRE—West Coast Baptist College  
MA—Luther Rice College and Seminary  
MDiv—Liberty Theological Seminary



**Dr. Mike Lester**  
*Associate Dean of Academic Affairs*  
*Instructor—Bible, Church Ministries*  
BS—Crown College  
MA—Maranatha Baptist Seminary  
MDiv—Southern California Seminary  
DMin—Luther Rice College and Seminary



**Jesse Jones**  
*Director of Admissions*  
BRE—West Coast Baptist College



**Kristi Longhofer**  
*Registrar*  
BRE—West Coast Baptist College

## FULL TIME FACULTY

God has assembled one of the finest teams anywhere at West Coast. Our instructors come from over twenty different colleges and seminaries and represent over four hundred years of experience in the ministry. Every member of the faculty and staff is a soulwinner and involved in a ministry of the Lancaster Baptist Church. Students realize within days of their arrival that the faculty and staff are a constant presence on campus and are always available to mentor them in their academic, social, or spiritual lives.



**David Adams**  
*Instructor—Bible*  
BRE—West Coast Baptist College  
MACM—Southern California Seminary



**Heidi Haynes**  
*Instructor—English*  
BS—Hyles Anderson  
MRE—West Coast Baptist College



**Larry Cox**  
*Instructor—Math, Science*  
BSNE, MSNE—Purdue University



**Rick Houk**  
*Chairman of Bible Department*  
*Instructor—Bible*  
BRE—Baptist Bible College (Clark Summit, PA)  
MA—Maranatha Baptist University



**Dr. Deborah Demirjian**  
*Chairman of Education Department*  
*Instructor—History*  
BS of Ed—Maranatha Baptist Bible College  
MEd—Bob Jones University  
MAHG—Ashland University  
James Madison Fellow  
Ed.D.—Dallas Baptist University



**Dierdra Lake**  
*Instructor—Business*  
BS—Virginia State University  
MBA—University of Phoenix



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BS in Mechanical Engineering—Yonsei University, Korea  
MA, MDiv—Maranatha Baptist University and Seminary  
ThM—Trinity Evangelical Divinity School  
DMin—Emmanuel Baptist Theological Seminary  
DD—Heritage Baptist Theological Seminary



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Baptist College



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BS—Tennessee Temple University



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BA—University of North Texas  
MA—Dallas Theological Seminary  
MS, EdD—Texas A & M University  
in Commerce



**Thomas Shepherd**

*Assistant to the President*  
*Instructor—Bible*  
BA—Bethany Divinity College and  
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MRE—West Coast Baptist College



**Tom Weadock**

*Instructor—Math*  
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THM—Dallas Theological Seminary



**Rita Weaver**

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BS—Tennessee Temple University



**Keenan Sultanik**

*Chairman of Creative Arts Department*  
*Instructor—Media Department*  
AC—Suncoast Technical College  
BRE—West Coast Baptist College  
MFA—Liberty University



**Deanna Williams**

*Instructor—English*  
BS—Southeastern Free Will  
Baptist College  
MRE—West Coast Baptist College



**PART TIME FACULTY**



**Dr. Rick Allen**  
*Instructor—Education*  
 BS—US Air Force Academy  
 MD—UT Health Science Center



**Lisa Hale**  
*Instructor—Music*  
 BS, MEd—Hyles-Anderson College



**Terrie Chappell**  
*Instructor—Education*  
 BA—Pacific Coast Baptist Bible College



**Annette Harris**  
*Instructor*  
 BSE in Special Education  
 —Henderson State University  
 MSE in Elementary Education  
 —Henderson State University



**Amy Cox**  
*Instructor—Spanish and English*  
 BA—Indiana University  
 MRE—West Coast Baptist College



**David Harris**  
*Instructor—Missions*



**Jennifer Davis**  
*Instructor*  
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 (Clark Summit, PA)  
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*Associate Pastor—Lancaster Baptist Church*  
*Instructor—Church Ministries*  
 BS—Hyles-Anderson College



**Danielle Mordh**  
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LTD—Oklahoma Baptist College  
DD—International Baptist College



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## STAFF



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BRE—West Coast Baptist College



**Ben Bach**  
*Facilities Director*  
BRE—West Coast Baptist College



**Curt Beeson**  
*Basketball Coach*  
*Instructor—Education*  
BRE—West Coast Baptist College



**Alyssa Birt**  
*Advancement Office*  
BRE—West Coast Baptist College



**Willie DeLeon**  
*Chef*



**Mylia Black**  
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AA—Howard Junior College  
BRE—West Coast Baptist College



**Helen Eyre**  
*Administrative Assistant*  
BRE—West Coast Baptist College



**Shaun Blakley**  
*Security*  
BRE, MRE—West Coast Baptist College



**Kaylin Harrison**  
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BRE—West Coast Baptist College



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BRE—West Coast Baptist College



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BRE—West Coast Baptist College



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*Librarian*  
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MLIS—University of Central Missouri



**Gabe Ruhl**

*College Soulwinning*  
BRE—West Coast Baptist College  
Masters of Ministry—Crown College



**Victoria Topasna**

*Academic Secretary*  
BRE—West Coast Baptist College



**Abigail Schaaf**

*Lead Admissions Guide*  
BRE—West Coast Baptist College



**Denise Wells**

*Work Study Supervisor*



**Luke Schettler**

*Office Assistant*



**Reggie Williams**

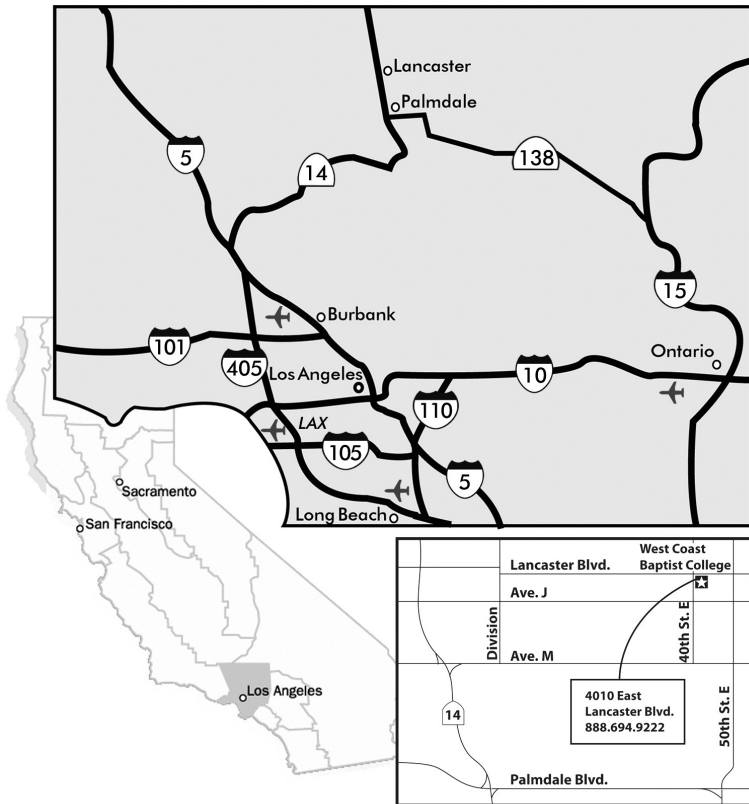
*Collegians*  
BS—Pensacola Christian College

**MISCELLANEOUS  
INFORMATION**

## **CAMPUS FACILITIES**

Located in North Los Angeles County and approximately 80 miles from Los Angeles International Airport (LAX), WCBC has been blessed with a beautiful campus of nearly 100 acres. Home to West Coast Baptist College, Lancaster Baptist Church, Striving Together Publications, and Lancaster Baptist School, this oasis in the desert is almost always alive with activity. To see a full list of campus facilities, visit [wbc.edu/campus](http://wbc.edu/campus).

## SOUTHERN CALIFORNIA MAP



### From Los Angeles International Airport (LAX)

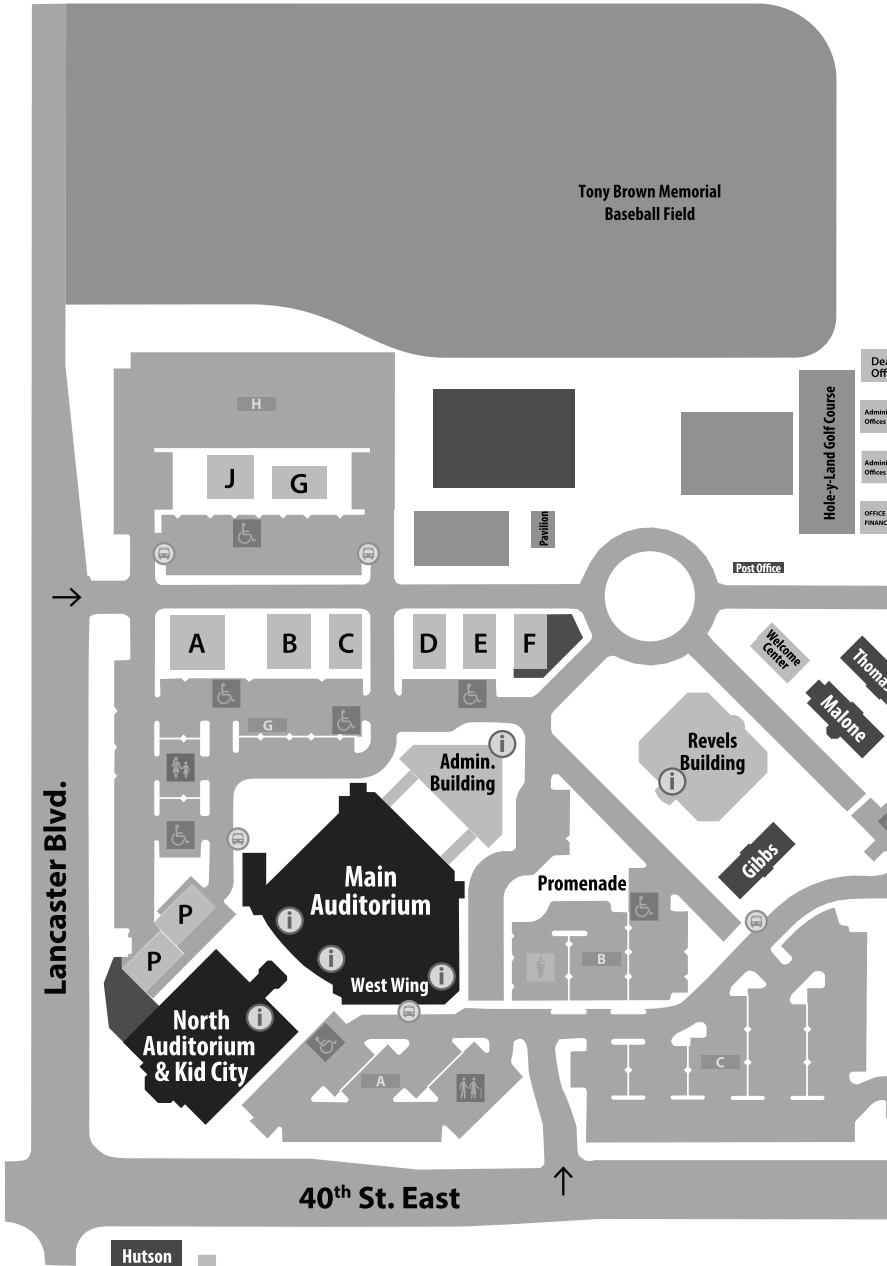
Take the I-405 north and merge onto I-5. Take the Highway 14 exit north and proceed to the Ave M exit. Turn right and take Ave. M for 5 miles and turn left on 40th St. East. Proceed for 3½ miles to the college entrance. (80 miles)

### From Burbank (Bob Hope) Airport (BUR)

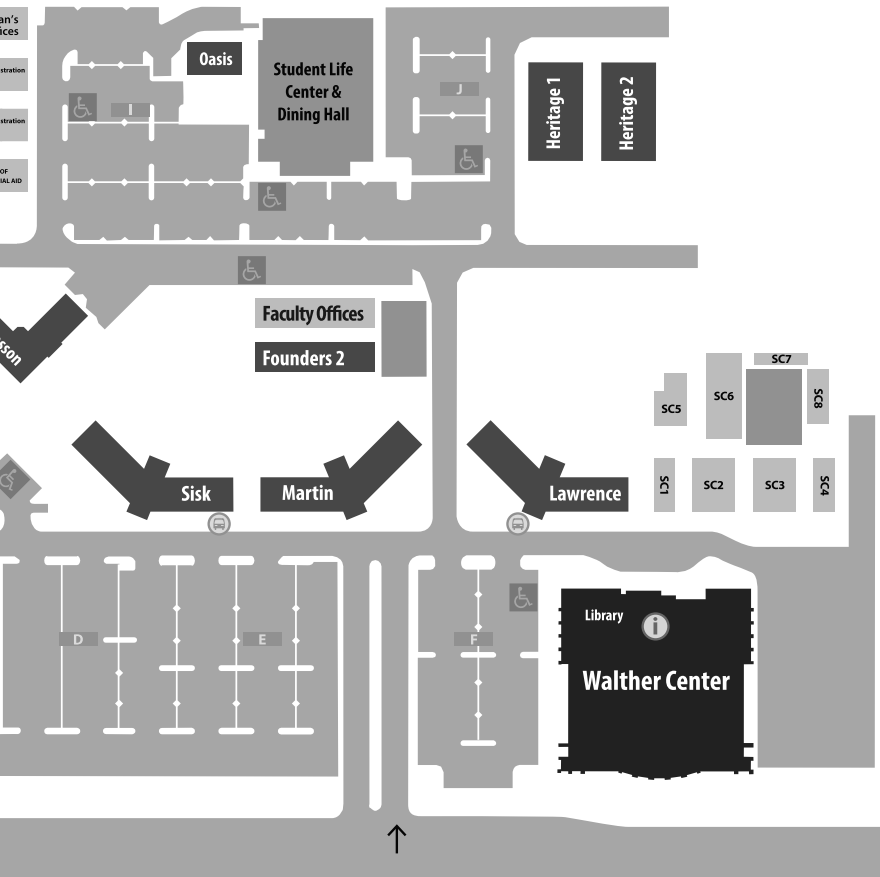
Take the I-5 north. Take the Highway 14 exit north and proceed to the Ave. M exit. Turn right and take Ave. M for 5 miles and turn left on 40th St. East. Proceed for 3½ miles to the college entrance. (64 miles)

*A shuttle service is available to LAX and BUR only. Register at [wcbc.edu](http://wcbc.edu).*

## CAMPUS MAP







## SERVICES

Below is a brief list of a few major services in the Antelope Valley. The numbers in parenthesis represent how many locations are in the Antelope Valley, and the address listed is the closest location.

### Bank Services

Bank of America (6)	44411 20th Street E.	661-947-7575
US Bank (5)	1000 E. Ave. J	661-723-3822
Union Bank of California (2)	843 W. Lancaster Blvd.	661-945-7171
Chase (8)	44325 Challenger Way	661-723-1920
Wells Fargo Bank (8)	802 W. Lancaster Blvd.	661-723-2300

### Emergency Numbers

California Highway Patrol		661-948-8541
City Police		661-948-8466
Los Angeles County Fire Dept.		661-948-2631

### Medical Services

Antelope Valley Hospital/Medical Center		661-949-5000
Palmdale Regional Hospital		661-382-5000

### Motels

Best Western John Jay Inn & Suites	600 W. Palmdale Blvd. (Palmdale)	661-575-9322
Hampton Suites*	29800 Double Play Way	661-940-9491
Holiday Inn	38630 5th St. W. (Palmdale)	661-947-8055
Holiday Inn Express*	43719 17th St. W.	661-951-8848
Marriott Courtyard	530 W. Ave. P (Palmdale)	661-947-4100
Marriott Spring Hill Suites	1811 West Avenue J-12	661-729-2390
Motel 6	43540 17th St. W.	661-948-0435
Oxford Inn & Suites*	1651 W. Ave. K	661-949-3423
Residence Inn	514 W. Ave. P (Palmdale)	661-947-4204

\*Will give discounts to those who mention WCBC

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**Restaurants**

Applebee's (1)	39720 10th St. W.	661-947-7520
Arby's (1)	1037 W. Ave. P (Palmdale)	661-947-5299
Burger King (5)	1202 W. Ave. I	661-948-4417
Chili's (2)	43510 10th St. W.	661- 945-1502
Claim Jumper Restaurant (1)	1247 West Avenue P (Palmdale)	661-274-0900
Del Taco (6)	1751 E. Ave. J	661-949-1853
Denny's (4)	1028 W. Ave. I	661-948-9630
Domino's Pizza (5)	1007 E. Ave. J	661-945-9456
El Pollo Loco (3)	2056 E. Ave. J	661-946-0009
El Torito (1)	1161 W. Ave P (Palmdale)	661-274-4502
HomeTown Buffet (2)	1317 W. Ave. K	661-723-9477
Jack In The Box (6)	1799 E. Ave. J	661-949-0546
KFC (4)	1827 E Avenue J	661-948-8473
Marie Callender's (1)	1649 W. Ave. K	661-945-6958
McDonald's (14)	1860 E. Ave. J	661-723-3312
Olive Garden (1)	1051 W Ave. P (Palmdale)	661-266-7927
Panda Express (7)	44421 20th St. E.	661-723-1907
Pizza Hut (4)	44836 10th St. W.	661-949-8383
Papa Johns Pizza (3)	1721 E. Ave. J	661-949-0300
Red Lobster (1)	1041 W. Ave. P (Palmdale)	661-538-9707
Red Robin (1)	1233 W. Ave. P (Palmdale)	661-274-1773
Sizzler (2)	4430 N. 20th St. W.	661-948-4671
Stuart Anderson's Black Angus (1)	44690 Valley Central Way	661-942-5225

**Shopping**

Aldi (2)	2014 E. Ave. J	855-955-2534
Antelope Valley Mall		
Dillard's	1255 W. Ave. P (Palmdale)	661-267-0670
Macy's	1123 W. Ave. P (Palmdale)	661-456-3333
JCPenny	1131 W. Ave. P (Palmdale)	661-947-3169
Sears	1345 W. Ave. P (Palmdale)	661-265-6900
Barnes & Noble	39228 10th St. W. (Palmdale)	661-272-9958
Bed, Bath, and Beyond	39421 10th St. W. (Palmdale)	661-272-2310
Best Buy	39330 10th St. W. (Palmdale)	661-274-7991
Costco	1141 W. Ave. L	661-949-8579
Home Depot (2)	44226 N. 20th St. W.	661-951-3669
Kohl's	39850 10th St. W. (Palmdale)	661-265-7885
Lowe's (2)	730 W. Ave K	661-341-9000
Marshall's	44500 Valley Central Way	661-945-8180
Ross	43545 N. 13th St. W.	661-949-8944
Sam's Club	39940 10th St. W. (Palmdale)	661-575-9200
Staples (2)	44620 Valley Central Way	661-723-1277
Target (2)	43525 N. 10th St. W.	661-949-8584
Walmart (5)	1731 E. Ave. J	661-945-7848

**Travel Agencies**

First World Travel	725 W. Lancaster Blvd.	661-945-7923
Jack Fry Travel	44461 N. 10th St. W.	661-945-6911

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