



*Kearley Graduate School of Theology*  
**STUDENT HANDBOOK**  
**2018-2019**

# Kearley Graduate School of Theology

# STUDENT HANDBOOK

## 2018-2019

*The official university Graduate Catalog is available [online](#).*

### ACCREDITATION

#### ATS Accreditation

The Kearley Graduate School of Theology (the graduate theology branch of Faulkner University) is accredited by the Commission on Accrediting of the Association of Theological Schools.

The Commission on Accrediting of  
The Association of Theological Schools  
10 Summit Park Drive  
Pittsburgh, PA 15275-1110  
Phone: 412-788-6505

The following degree programs are approved by the ATS Commission on Accrediting: Doctor of Philosophy in Biblical Studies, Master of Arts (Biblical Studies), and Master of Arts in Christian Ministry.

As a unit of Faulkner University the Kearley Graduate School of Theology is also accredited by SACS.

#### SACS Accreditation

Faulkner University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, baccalaureate, masters, and doctorate degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Faulkner University.

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## Introduction

The Bible is the heart of the curriculum throughout Faulkner University, and especially in the Kearley Graduate School of Theology. Faulkner requires that all faculty teach all courses in the light of the teachings of the Bible. The entire faculty accepts the Bible as the inspired, authoritative, and all-sufficient Word of God. They teach from that perspective, demonstrating by precept and example, in and out of the classroom, the importance of training for dedicated Christian service. The KGST faculty – and all the faculty of the V. P. Black College of Biblical Studies – underscores emphasizes opportunities for trained Christian servants and impresses on students the importance of living exemplary lives.

Christians in the 21st century face significant moral and intellectual challenges. Theological scholars today face cultural perceptions that the Bible is largely relevant only to times and places far from here and now. We must demonstrate that understanding and applying Bible teachings is relevant today.

Through its three Master of Arts degree programs, and through its doctoral program in Biblical Studies, the Kearley Graduate School of Theology significantly contributes to the accomplish the mission of the university.

"The mission of Faulkner University is to glorify God through education of the whole person, emphasizing integrity of character in a caring, Christian environment where every individual matters every day."

Theological education through KGST presents a call graduate students of theology to emulate Christ in attitude and behavior. The

program challenges students to master knowledge and skills appropriate to Christian service.

Through its *Master of Arts (Biblical Studies)* program KGST equips students for serious study of the biblical text. In the *Master of Arts in Christian Ministry* program students develop valuable skills and insights for professional Christian service. Training in the *Master of Arts in Christian Counseling and Family Ministry* program equips students with prevention and intervention skills for strengthening families and relationships. KGST's *PhD in Biblical Studies* program, its most advanced research degree program, prepares graduates for research and teaching positions in biblical studies.

### *Oversight of the Kearley Graduate School of Theology*

KGST offers degree programs under the authority of the Board of Trustees of Faulkner University. An advisory board for KGST is composed of members of the university's board. The KGST Dean is the school's chief executive officer. The KGST Director manages KGST programs.

**Kearley Graduate  
School of Theology  
Faculty**

Graduate Faculty

**Scott Gleaves**, Associate Professor: *Biblical Studies, Christian Ministry: Biblical Languages, and New Testament Studies*. Dean, Kearley Graduate School of Theology; Dean, V. P. Black College of Biblical Studies. Amridge University: PhD, Biblical Studies, NT; DMin - 2013, 2002. Abilene Christian University: MDiv; MS, Biblical and Related Studies - 1995, 1991

**Randall Bailey**, Professor of Biblical Studies: *Graduate Hebrew, Old Testament Studies, Ancient Near Eastern Studies*. Director, Kearley Graduate School of Theology. Drew University: PhD - Biblical Studies; MPhil - 1987, 1985. Southern Christian University: MTh; MA - 1970, 1974

**Floyd Parker**, Professor of Biblical Studies: *Graduate Greek, Greco-Roman Studies, and New Testament Studies*. Drew University: PhD, Biblical Studies, NT; MPhil - 1994, 1991. Southern Christian University: MDiv; MA, Ministry - 1998, 1987

**David Stark**, Professor of Biblical Studies: *Graduate Theology and New Testament Studies*. Winnie and Cecil May Jr. Biblical Research Fellow. Southeastern Baptist Theological Seminary: PhD, Hermeneutics - 2011. Faulkner University: MA, Biblical Studies, NT - 2007

Graduate and Undergraduate Faculty

**Todd Brenneman**, Associate Professor of Church History: *Christian History and Bible Studies*. Undergraduate Chair for Biblical Studies. Florida State University: PhD, Religion; MA, Religion - 2009, 2005. Harding Graduate School of Religion: MA - 2001.

**Jimmy Gee**, Assistant Professor of Biblical Studies: *Old Testament Studies*. Amridge University: PhD, Biblical Studies, OT; MDiv - 2012, 2004. Lipscomb University: MAR - 2000.

**David Hester**, Lecturer *Biblical Studies*. Amridge University: PhD, Biblical Studies, NT; MA, Biblical Studies - 2012, 1990.

**Paul Tarence**, Professor of Christian Ministry: *Biblical Studies, Homiletics, and Christian Ministry*. Erskine Theological Seminary: DMin - 2001. Southern Christian University: MS, Counseling; MDiv; MA; MS, Organizational Leadership - 1996. Auburn University: MA - 1970.

**Brenda Turner**, Professor of Informatics and Biblical Studies: *Biblical Research and Informatics; Biblical Studies*. Director, Kearley Resource Center of Gus Nichols Library. Florida State University: PhD, Library and Information Science - 2004. Indiana University: MLS - 1998.

**Steve Wages**, Professor of Family Studies: *Youth and Family Ministry*. Director, Cloverdale Center for Youth & Family Ministry. Florida State University: PhD, Family Studies - 2002. Abilene Christian University: MMFT, Marriage and Family Therapy - 1994.

Adjunct Faculty

**Edmon Gallagher**, Adjunct Professor: *Old Testament*. Hebrew Union College: PhD, Old Testament and History of Biblical Interpretation.

**Derek McNamara**, Adjunct Professor. University of South Africa (UNISA): D Litt et Phil (PhD), *Biblical Studies*.

**Michael Moss**, Adjunct Professor *Hermeneutics and New Testament Studies*; Ohio Valley University Dean of the College of Biblical Studies & Behavioral Sciences. Southern Baptist Theological Seminary: PhD; MDiv - 1982, 1979. Harding Graduate School of Religion: MA, New Testament.

**Mark Sneed**, Adjunct Instructor: *Old Testament Studies*; Professor, Lubbock Christian University. Drew University: PhD, Biblical Studies - 1990. Harding Graduate School of Religion: MA, Biblical Studies - 1986.

## Admission

### To Kearley Graduate School of Theology Degree Programs

The Kearley Graduate School of Theology seeks students whose academic records demonstrate ability to pursue advanced studies; whose personal conduct reflects the values of this institution; and whose experience indicates that they will make significant contributions to their communities and professions. A KGST student must be of good character and of good standing in the community and in the local church.

Faulkner University does not discriminate based on handicap, race, color, national origin, or ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, athletic programs, or other school-administered programs. In assessing the aptitude, reputation, and apparent potential of an applicant the university may consider information from confidential references. As a private institution affiliated with Churches of Christ, the school may consider a student's religion, sex, and reputation when recommending workers for church and church-related service.

An applicant's undergraduate record should include a broad range of subjects such as English grammar, composition, literature, history, education, psychology, and natural sciences. Ideal undergraduate preparation also includes study of languages (particularly Greek or Hebrew) and study of the Bible and closely related subjects. An applicant whose undergraduate studies do not include courses in biblical and related studies is encouraged to take

courses that address areas of deficiency. KGST requires completion of two sets of non-credit orientation courses for masters students who do not hold baccalaureate degrees in biblical studies. Further requirements for acceptance into the PhD program appear below.

All applicants for KGST degree program must comply with requirements specified at the beginning of the Faulkner University Graduate Catalog, specifically those under the heading "General Admissions Policies." Additional standards, specified below, apply to KGST applicants.

## Master Of Arts

### Application Process for Master of Arts Programs

Application Form. Application deadlines are December 1 for the spring semester admission and July 15 for the fall semester admission. KGST does not offer summer admission. Applicants may begin the application process online, by mail, or by telephone. Online access is available through the "[Apply Now](#)" link on the KGST web page.<sup>1</sup> The mailing address is: Faulkner University / Graduate Enrollment / 5345 Atlanta Highway / Montgomery, AL 36109. Phone numbers are 334 386-6343 or 800 879-9816. Fax number is 334 386-7413.

Transcripts. Applicants must submit official transcripts from every college and university attended. The registrar of the school attended must provide secure and official documentation directly to Graduate Enrollment. Hand-carried transcripts, copies of official

<sup>1</sup>[https://www.faulkner.edu/graduate/graduate\\_academics/kearley-graduate-school-of-theology/](https://www.faulkner.edu/graduate/graduate_academics/kearley-graduate-school-of-theology/)

transcripts, or printed copies of grade reports are not acceptable. An applicant must hold a minimum cumulative grade point average of 3.0, as calculated on the most recent transcript for each degree. If the student does not meet this requirement, the student may request conditional admission.

Conditional and Provisional Admission. The director of graduate studies, with confirmation from the dean, may admit a student under the category of "conditional admission" in rare and unusual cases. The director may grant conditional admission to an applicant whose transcripts do not arrive on time, even though the applicant acted in a timely manner. This conditional admission would require delivery of all admissions materials within two months of the beginning of the semester.

Goals Statement. Each applicant must submit a statement of at least 500 words specifying personal goals and stating ways that the Master of Arts program at Faulkner University will contribute to those goals.

Recommendation Forms. Each applicant must provide recommendations from three people who are not relatives of the applicant, including at least one from a church leader. The Office of Graduate Enrollment provides recommendation forms.

English as a Foreign Language Test Scores. Students for whom English is a second language must provide scores demonstrating mastery of the English language. KGST will accept any of the following as documentation.

TOEFL (Test of English as a Foreign Language). Official score report with score of at least 500 (paper-based), 200 (computer-based), or 70 (internet-based)

IELTS (International English Language Testing System). Official report with score of at least 5.0

College credit for English Composition. Official transcript from a regionally accredited United States college showing credit for English Composition

ESL (English as a Second Language). Training Official documentation of completion of an appropriate ESL program at a language training center located in the United States

The Office of Graduate Enrollment must receive Test scores directly from the testing agency.

Faculty Review of Application. Representatives of the graduate faculty review admissions files after all forms arrive. After making a decision to accept a student, a faculty member contacts the student to discuss appropriate degree plans.

### **Policies for KGST Master of Arts Programs**

Faulkner University is a Christian university. A student should be disappointed to find it less than Christian or less than a university in its standards. Therefore, each student should know the academic expectations and must be personally responsible for meeting the requirements of the graduate program. In addition to abiding by the general academic standards detailed in the front section of the graduate catalog, students in KGST master's programs must comply with the following policies.

### **Students without Undergraduate Biblical Studies Degrees**

A KGST master's student who is admitted without an undergraduate major in biblical studies must, by the end of the first semester, complete BI 5002 *Orientation to Biblical Literature* and

BI 5003 *Orientation to Critical Studies*. BI 5002 and BI 5003 earn zero hours credit and carry no tuition charge. These orientations are required in addition to the course load required of all students. BI 5002 and BI 5003 are online self-study orientations. Each orientation includes a proctored exam and, to continue in the program, a student must score 80 or above on each exam.

### **Transfer Credit**

The director of graduate studies, in consultation with the KGST faculty may approve transfer credit for fulfillment of some degree requirements, with the following restrictions.

- Director approval is required to apply transfer credit to any degree requirement.
- Any transfer credit must be from a regionally accredited institution.
- Courses with grades below B will not transfer.
- Maximum transfer credit is six hours.

### **Student Load and Academic Standing for KGST MA<sup>2</sup>**

For academic purposes, a student enrolled for six or more graduate hours in a semester is classified as a full-time student. a student may not enroll for more than six hours in a term without approval from an academic advisor.

*Academic Standing.* A KGST student must maintain a cumulative graduate GPA of 3.00 to remain in good academic standing. Evaluation of academic standing occurs at the end of each full-time

semester, or upon completion of 6 semester hours.

*Probation (MA)* The director places a student on *probation* at the end of the first semester (or first 6 hours) that the cumulative graduate GPA falls below a 3.0. The director may place the student on *continued probation* for one more term if the term GPA is 3.0 or higher during the first term of probation. The director may, at the discretion of the graduate faculty, place a student on *probation* or *suspension* any time the student earns a grade below C.

*Suspension (MA)* The director places a student on *suspension for one semester* at the end of a second successive semester (or 6 hours) that the student's cumulative graduate GPA falls below a 3.0, unless the director grants the student *continued probation* as specified in the preceding paragraph. The director *suspends a student from the program* after a third successive semester (or 6 hours) that a student's cumulative graduate GPA falls below a 3.0, regardless of the term GPA. The director may *suspend a student immediately* any time the student's semester GPA falls below a 2.0, regardless of previous average. The director may, at the discretion of the graduate faculty, place a student on *probation* or *suspension* any time the student earns a grade below C.

### **Academic Advising**

The director of graduate studies will assign an advisor to provide assistance with a student's program, registration, and progress. Each student's semester schedule, and any change to that schedule, requires approval by the director of graduate studies. The student,

<sup>2</sup> See also [Grade Point Average](#), and [University Academic Standing](#), below. In any case of difference between university standards and KGST standards, the stricter standards apply.



however, will be personally responsible for meeting catalog requirements and for seeking written approval of any exceptions.

### **Registration, Dropping or Adding Classes**

Registration begins with the approval of a schedule of classes by the advisor and the director of graduate studies. Students must complete registration through the Registrar's Office and the Office of Student Accounts. Students are required to register prior to the beginning of the semester in which courses are to be taken. Adding or dropping a course requires the approval of the director of graduate studies and the dean. Deadlines for adding and dropping classes are published by the Registrar's Office in the university's Academic Calendar.

### **Required Elements in MA Programs**

#### *Comprehensive Examination*

Upon the successful completion of 30 hours of course work a student in the *Master of Arts (Biblical Studies)* program or the *Master of Arts in Christian Ministry* program must register for a Comprehensive Examination in the next semester. A student who chooses a thesis program must pass the comprehensive examination before entering the Thesis stage. A student who chooses a non-thesis program must pass the comprehensive exam before taking the final six hours of coursework.

KGST gives comprehensive exams on the second Friday in April or July, or on the first Friday in December. At least three members of the graduate faculty who have taught the student prepare exams. Faculty who contribute to the examination will grade it as Pass or Fail. Faculty who fail a student will stipulate reasons for the failure.

Students will receive the results of the examination within ten days after the examination date. Students who fail the examination may retake it the following semester. Students who fail the comprehensive examination twice must petition the graduate faculty for permission to take retake the examination. The faculty may require an oral examination or interview in addition to the written examination.

#### *Admission to Candidacy*

A student who has maintained a B average and has successfully completed the comprehensive examination may be admitted to candidacy, indicating that the student has completed all degree requirements except for the thesis or (in non-thesis degree programs) the last six hours of courses.

#### *Thesis Options*

An MA(BS) or MACM student who chooses a thesis option must, before registering for the thesis, pass the comprehensive examination and hold candidacy status. The student must successfully make an oral defense of the thesis before a thesis committee. The completed thesis must reflect original investigation. The thesis process consists of the following two courses.

*BI 5395 Thesis Proposal*: This course serves as the initial step in formulating a research topic, methodology, bibliography, and research proposal. The student will also be required to submit a draft of chapter one of the thesis, which includes a review of literature. Upon approval by the student's thesis committee, the student will receive a letter grade (A, B, or C). An "A" or a "B" grade allows the student to move forward with BI 5396. A grade of "C"

indicates that the student has not produced a viable research topic. Should the thesis committee determine that the research topic is viable, but needs one more semester for development, the committee may have the Director enter a grade of "Incomplete Satisfactory" (IS) for one semester only. If no acceptable project is developed at the end of a second semesters of work, the committee shall advise the student to enroll for 3 more hours to complete the 6 hours of electives required for the non-thesis option. Specific instructions from the committee regarding the development of the proposal are in accordance with *The KGST Thesis Preparation Manual*.

*BI 5396 Thesis—Research and Writing*: This course presupposes BI 5395 and serves as the completion of the thesis process. Upon the successful completion of BI 5396, which requires approval by the student's thesis committee (a grade of either A or B), the student will write draft chapters of the thesis. Redrafting is allowed. Students may continue research and drafting of various chapters of the thesis for up to four semesters. In order to take an additional semester for research a student must petition the thesis committee, and receive approval from them and from the KGST faculty, and request that the director enter a grade of IS (Incomplete Satisfactory) for BI 5396 for the current semester. Once the final draft of the thesis is approved the student and the director set a the date for the thesis defense. The successful defense of the thesis results in the passing of this class and the completion of all requirements for this degree. The thesis will be graded "pass with minor modifications," "pass with major modifications" or "fail" with specific instructions from the committee regarding the continuance of the thesis, in accordance with *The KGST Thesis Preparation Manual*.

#### *Time Limit for KGST Master of Arts Programs*

All requirements for the KGST master's programs must be completed within a period of seven calendar years.

#### *Application for Degree*

When registering for the last semester of work a student must obtain from the Registrar's Office an Application for Graduation. The student must complete the form, submit it to the Registrar's Office, and notify the director of graduate studies.

#### *Graduation Requirements*

- Successful completion of 36 hours required in degree plan
- Cumulative GPA of 3.0 for all graduate credits
- No more than 6 hours applicable credit for courses with a grade of C

#### **Masters Programs Course Delivery and Curriculum**

The Kearley Graduate School of Theology offers masters courses both through traditional on-ground classes and online. Online course delivery accommodates students who are involved in full-time ministry and reside a considerable distance from Montgomery. All online courses utilize virtual collaboration technologies. These courses may be synchronous or asynchronous, depending upon the nature of the course. Synchronous online courses require online students to participate concurrently with traditional-delivery students at the times scheduled for the class. Asynchronous courses do not require meeting at a prescribed time. Students who choose to participate in web enhanced delivery are strongly encouraged to participate in the live virtual collaboration at the specified meeting times set by the professor. Certain courses require live participation,

particularly courses relating to the biblical languages.

See [Minimum Technical Requirements](#) for Online Learning, below, for important details.

### **Curriculum for Master of Arts Degree Programs**

The Kearley Graduate School of Theology offers three masters degrees: Master of Arts (Biblical Studies), Master of Arts in Christian Ministry, and Master of Arts in Christian Counseling and Family Ministry. With a strong core and a variety of major concentrations, KGST Master of Arts degree programs provide both sound preparation for more effective service in the church and a broad base for further training in more advanced graduate study.

## **Degree Plan for Master of Arts (Biblical Studies)**

The MA(BS) degree requires 36 hours of course work including a 21-hour core with a strong biblical emphasis and 15 hours of electives. The elective hours for thesis-option students include two thesis courses.

### **Orientation:**

*Required for students without bachelor's degrees in Biblical Studies:*

BI 5002 Orientation to Biblical Literature (*zero hours credit*)

BI 5003 Orientation to Critical Studies (*zero hours credit*)

### **Core MA(BS) Required Courses:** 21 semester hours (7 courses, 3 hrs each)

BI 5300 Introduction to Graduate Biblical Studies

BI 5301 Biblical Interpretation

BI 5305 Advanced Introduction to the Old Testament

BI 5306 Old Testament Theology

BI 5318 Studies in Biblical Backgrounds

BI 5320 Advanced Introduction to the New Testament

BI 5321 New Testament Theology

### **MA(BS) Electives:** 15 semester hours (5 courses, 3 hours each)

BI 5307 Readings in the Hebrew Old Testament

BI 5308 Exegesis of the Hebrew Bible

BI 5309 Seminar in Select Old Testament Text

BI 5310 Seminar in Elective Old Testament Text

BI 5312 Studies in the Intertestamental Literature

BI 5314 Biblical Aramaic

BI 5322 Readings in the Greek New Testament

BI 5323 Exegesis of the Greek New Testament

BI 5324 Seminar in Select New Testament Text

BI 5325 Seminar in Elective New Testament Text

BI 5330 Introduction to Akkadian

BI 5395 Thesis Proposal

BI 5396 Thesis Research and Writing

### **Comprehensive Examination** (*zero hours*)

BI 5089 MA(BS) Comprehensive Examination (*zero hours credit*)

All MA(BS) students must pass a comprehensive examination. A thesis-option student must make a successful oral defense of the thesis.

**Degree Plan for  
Master of Arts in Christian Ministry**

The MACM degree requires 36 hours of course work, including an 18-hour core with a strong biblical emphasis, 15 hours of electives (including, for thesis-option students, two thesis courses), and a 3-hour practicum.

**Orientation:**

*Required for students without bachelor's degrees in Biblical Studies:*

- BI 5002 Orientation to Biblical Literature (zero hours credit)
- BI 5003 Orientation to Critical Studies (zero hours credit)

**Core MACM Courses:** 18 semester hours (6 courses, 3 hours each)

- BI 5300 Introduction to Graduate Biblical Studies
- BI 5301 Biblical Interpretation
- BI 5305 Advanced Introduction to the Old Testament
- BI 5306 Old Testament Theology
- BI 5320 Advanced Introduction to the New Testament
- BI 5321 New Testament Theology

**MACM Electives:** 15 semester hours (5 courses, 3 hours each)

- BI 5318 Studies in Bible Backgrounds
- BI 5350 Biblical Foundations for Ministry
- BI 5351 Church Leadership
- BI 5352 Expository Preaching
- BI 5354 Evangelism
- BI 5355 The Educational Program of the Church
- BI 5360 Evangelism and Church Planting
- BI 5366 The Gospel and Islam
- BI 5367 World Religions
- BI 5380 Marital and Family Strengths
- BI 5381 Individual Development and Family Relations
- BI 5382 Family Research Methods
- BI 5384 Family Dynamics: Theoretical Foundations
- BI 5395 Thesis Proposal
- BI 5396 Thesis—Research and Writing

**MACM Practicum**

- BI 5353 Supervised Practice of Ministry – 3 semester hours (one course)

**Comprehensive Examination**

- BI 5090 MACM Comprehensive Examination (*zero hours credit*)

All MACM students must pass a comprehensive examination. A thesis-option student must make a successful oral defense of the thesis.

## **Degree Plan For Master of Arts in Christian Counseling and Family Ministry**

The MACC curriculum is a 36-hour inter-disciplinary program offered by KGST in cooperation with the MS in Counseling program of the university's College of Education. The degree program combines counseling courses offered by the College of Education with family-related Bible courses offered by the Kearley Graduate School of Theology. The program seeks to prepare ministers, church leaders, teachers, program directors, and others desiring counseling and family related skills for use in non-licensure counseling.

### **Family Ministry Courses: 15 semester hrs (5 courses, 3 hours each)**

- BI 5384 Family Dynamics
- BI 5380 Family Strengths – Theoretical Foundations
- BI 5381 Individual Development and Family Relations
- BI 5382 Family Research Methods

### **Counseling Courses: 18 semester hours (6 courses, 3 hours each)**

- COU 6315 Marriage and Family Theory
- COU 6345 Counseling in the Community
- COU 6355 Crisis Intervention
- COU 6370 Integrations of Theology and Counseling
- COU 6350 Group Counseling
- COU 6385 Substance Abuse Counseling
- COU 6340 Analysis of the Helping Relationship

### **Experiential Learning: 3 semester hours (1 course,)**

- BI 5353 Supervised Practice of Ministry

## **Course Descriptions for KGST Master Of Arts Programs**

Courses required for degree programs are offered on a regular rotation. Courses included in the elective course pool are offered regularly. Courses with insufficient enrollment may be cancelled. Some courses offered on demand, independent study options including special topics, and infrequently offered seminars are not listed.

### **BI 5002 Orientation to Biblical Literature**

A survey of the Old and New Testaments, giving special attention to providing a contextual framework of the biblical literature.

*Offered Every Fall Spring Semester and Summer Term*

### **BI 5003 Orientation to Critical Studies**

A survey of the critical issues in biblical studies, giving special attention to particular scholars, critical terms, and historical developments within the field of biblical studies. *Offered Every Fall Semester, Spring Semester, and Summer Term*

### **BI 5089 MA(BS) Comprehensive Examination**

A synthesis of the MA(BS) curriculum through written and oral examinations.

*Offered On Demand*

### **BI 5090 MACM Comprehensive Examination**

A synthesis of the MACM curriculum through written and oral examinations.

*Offered On Demand*

### **BI 5300 Introduction to Graduate Biblical Studies**

Systematic examination of major bibliographical and reference sources in the area of religious literature needed for effective research and writing. Includes instruction in basic biblical and theological research methods and the writing of graduate level research papers. Must be completed within the first 12 hours of the program.

*Offered Every Fall Semester*

**BI 5301 Biblical Interpretation**

A study of the basis, history, methods and art of biblical interpretation. Attention is given to grammatico-historical exegesis, biblical criticism, interpretation of narrative, recent hermeneutical trends and twenty-first century application. *Offered in conjunction with PhD course BI 7310 Advanced Studies in Biblical Hermeneutics. Offered Every Spring Semester*

**BI 5305 Advanced Introduction to the Old Testament**

A general introduction to the Old Testament and a special introduction to each section and each book. Special attention is given to revelation, inspiration, canonicity, manuscripts and versions. Attention is given to authorship, date, background, interpretations and critical problems of each book.

*Offered Fall Semester in Even Years*

**BI 5306 Old Testament Theology**

A systematic study of the major doctrinal themes of the Old Testament.

*Offered Spring Semester in Odd Years*

**BI 5307 Readings in the Hebrew Old Testament**

Selected readings in the Hebrew Old Testament with special attention to syntax and vocabulary building. *Offered Every Fall Semester*

**BI 5308 Exegesis of the Hebrew Bible**

The interpretation of selected passages from the Hebrew Bible with specific attention to methods and tools for Hebrew language exegesis.

Prerequisite: BI 5307 Readings in the Hebrew OT – or permission of instructor.

*Offered Every Spring Semester*

**BI 5309 Seminar in Select Old Testament Text**

Research and discussion on a selected Old Testament book(s) or type(s) of Old Testament literature. *Offered in conjunction with PhD OT Textual Seminar.*

*Offered Every Spring Semester*

**BI 5310 Seminar in Elective Old Testament Text**

Like BI 5309, but with the choice of different Old Testament selections. Prerequisite: Consent of instructor. *Offered in conjunction with PhD Old Testament Textual Seminar. Offered Every Spring Semester*

**BI 5312 Studies in the Intertestamental Literature**

An exegetical and theological examination of the books of the Old Testament Apocrypha and Pseudepigrapha and their relation to the Old Testament canon. *Offered Every Summer Term*

**BI 5314 Biblical Aramaic**

A study of elementary biblical Aramaic with special attention to grammar, syntax and vocabulary building. Introduction to the syntax of the language followed by reading the Aramaic portions of the Hebrew Bible. Prerequisite: BI 5307 Readings in the Hebrew OT – or permission from the instructor. *Offered Every Summer Term as an Intensive Course*

**BI 5318 Studies in Biblical Backgrounds**

A study of the historical, social, political, and religious backgrounds that intersect with the biblical text. special emphasis will be given to the impact of the history and literature of the ancient Near East and the Greco-Roman period upon the culture and theology of ancient Israel and the early church. *Offered in conjunction with PhD course BI 7312 Advanced Studies in Biblical Backgrounds.*

*Offered Every Spring Semester*

**BI 5320 Advanced Introduction to the New Testament**

A general introduction to the New Testament and a special introduction to each section and each book. Special attention is given to revelation, inspiration, canonicity, manuscripts and versions. Attention is given to authorship, date, background, interpretations and critical problems of each book.

*Offered Fall Semester in Odd Years*

**BI 5321 New Testament Theology**

An in-depth thematic study of major doctrinal themes in the New Testament. *Offered Spring Semester in Even Years*

**BI 5322 Readings in the Greek New Testament**

Selected readings from the Greek New Testament emphasizing vocabulary, grammar and syntax. *Offered Every Semester*

**BI 5323 Exegesis of the Greek New Testament**

The interpretation of difficult passages of the New Testament with an emphasis on history, methods and tools of New Testament exegesis.

Prerequisite: BI 5322 Readings in the Greek NT – or permission from instructor  
*Offered Every Spring Semester*

**BI 5324 Seminar in Select New Testament Text**

Research and discussion on a selected New Testament book(s) or type(s) of New Testament literature. Offered in conjunction with PhD New Testament Textual Seminar. *Offered Every Fall Semester*

**BI 5325 Seminar in Elective New Testament Text**

Like BI 5324, but with the choice of different New Testament selections. Prerequisite: Consent of instructor. *Offered in conjunction PhD New Testament Textual Seminar. Offered Every Spring Semester*

**BI 5328 Biblical Hebrew I**

A study of elementary biblical Hebrew with special attention to grammar, syntax and vocabulary. Reading of simple prose sections of Hebrew Bible.

*Offered Every Spring Semester as an Intensive Course*

**BI 5329 Biblical Hebrew II**

A continuation of BI 5328—A study of elementary biblical Hebrew with special attention to grammar, syntax and vocabulary. Reading of simple prose sections of Hebrew Bible.

Prerequisite: 5328 Biblical Hebrew I. *Offered Every Spring Semester as an Intensive Course*

**BI 5330 Introduction to Akkadian**

A study of elementary Akkadian with special attention to grammar, syntax and vocabulary. Prerequisites : BI 5307 Readings in the Hebrew OT and BI 5308 Exegesis of the Hebrew Bible. *Offered Every Summer Term*

**BI 5332 Elementary NT Greek I**

A study of elements of NT Greek with emphasis on grammar, syntax and vocabulary. *Offered Every Fall Semester as an Intensive Course*

**BI 5333 Elementary NT Greek II**

A continuation of BI 5332—A study of elements of NT Greek with emphasis on grammar, syntax and vocabulary. *Offered Every Fall Semester as an Intensive Course*

**BI 5350 Biblical Foundations for Ministry**

A study of the biblical bases for ministry in the local church. Attention is given to the minister's spiritual preparation and to the biblical principles that ground and shape worship, evangelism, counseling, etc. *Offered Fall Semester in Even Years*

**BI 5351 Church Leadership**

Principles of effective organization, administration and leadership as they apply to the life of the church with emphasis on the development of effective spiritual leaders. *Offered Spring Semesters in Odd Years*

**BI 5352 Expository Preaching**

A study of biblical preaching that enables the local congregation to develop a solid biblical identity. Issues of interpretation that lead to responsible homiletical practice are explored and exercises and paradigms are provided for preaching from a variety of biblical texts. *Offered Fall Semester in Odd Years*

**BI 5353 Supervised Practice of Ministry**

Supervised ministry experience within the local church that provides practical experience and application of new insights gained through classroom and library research in ministry. *Offered On Demand*

**BI 5354 Evangelism**

A study of principles that will equip the minister both to do evangelism in the local community and to motivate and organize the local congregation to carry on such a program *Offered Summer Term in Even Years*

**BI 5355 The Educational Program of the Church**

A comprehensive study of biblical instruction in the local church with special attention to designing and maintaining educational programs. *Offered Summer Term in Odd Years*



**BI 5360 Evangelism and Church Planting**

A study of missiological strategies related to evangelism principles and church planting models for both domestic and cross-cultural missions. This course will survey theories, principles and practical aspects in developing strategies for mission preparation and effectiveness of the missionary and the sending church.

*Offered Summer Term in Odd Years*

**BI 5366 The Gospel and Islam**

An advanced study of Islam and the application of missiological principles in the formulation of the gospel message to the Muslims, including a history of Christian missions to Muslims and the *current* status of Muslim evangelization.

*Offered Summer Term in Even Years*

**BI 5367 World Religions**

This course will provide a historical survey of the origin and development of major world religions, highlighting their worldviews, beliefs and practices with an emphasis on their comparison with Christian beliefs and practices.

*Offered Summer Term in Odd Years*

**BI 5380 Family Strengths—Theoretical Foundations**

Exploration of the work of family researchers whose focus has been on how families succeed rather than why they fail. Includes research of DeFrain, Gottman, McAadoo, Olson, Otto, Peters, and Stinnett. *Offered Fall Semester in Even Years*

**BI 5381 Individual Development and Family Relations**

Analysis of the process of change in couples and families as they move through various stages of life. Special emphasis is given to stages of development, positions in the family and family developmental tasks. *Offered Spring Semesters of Odd Years*

**BI 5382 Family Research Methods**

A basic understanding of and appreciation for the research methods used by family scientists. Students will be equipped to conduct family research and to intelligently and critically read professional family literature. *Offered Fall Semester in Odd Years*

**BI 5384 Family Dynamics: Theoretical Foundations**

Evaluation of current research in the study of relationships in families. Students will define and critique issues that families face and investigate how healthy families make decisions and solve problems. *Offered Summer Term in Even Years*

**BI 5395 Thesis Proposal**

Initial step in formulating a research topic, methodology, bibliography, and research proposal. Students will also submit a draft of chapter one of the thesis, which includes a review of literature. *Offered On Demand.*

**BI 4396 Thesis – Research and Writing**

Continuation of thesis process begun in BI 5395. Students will write draft chapters of the thesis (redrafting allowed). Students may, Director's approval, continue research and drafting of various chapters of the thesis for up to four semesters. Pre-requisite: BI 5395 Thesis Proposal. *Offered On Demand.*

## **Counseling Courses**

*KGST applies COU courses only to the MA in Christian Counseling & Family Ministry.*

### **COU 6320 Life Span Development**

An introduction to the basic principles of human development with a focus on development across the life span. The course addresses the theoretical foundations and the pragmatic implications found in the developmental psychology. Emphasis placed on the application to professional counseling. *Offered Every Semester and Summer Term*

### **COU 6340 Analysis of the Helping Relationship**

A study of the techniques of counseling with an emphasis in gathering, analyzing and interpreting case data. Includes an analysis of the dynamics of counselor/counselee relationship. Special attention is given to helping each student develop a personal theory and techniques. *Offered Every Semester and Summer Term*

### **COU 6345 Counseling in the Community**

This course will provide an overview of the field of counseling which emphasizes theories and philosophies underlying current practices in the field of counseling. Course content will cover a history of the counseling profession. Contemporary practices in community mental health, and future projections for the counseling profession. *Offered Every Semester and Summer Term*

### **COU 6350 Group Counseling**

This course provides a broad understanding of group development, dynamics, and counseling theories; leadership styles; basic and advanced methods of conducting groups in a counseling setting. *Offered Every Semester and Summer Term*

### **COU 6355 Crisis Intervention for Counseling Professionals**

This course will teach the development of skills and knowledge for crisis intervention and management in counseling, including prevention planning, intervention strategies and evaluation. Risk factors and warning signs of students at risk for mental health and behavioral disorders are discussed. Suicide intervention and prevention will also be covered.

### **COU 6365 Research Methods**

This course covers the different methodologies that apply in conducting research in the counseling profession. It provides a review of historical research approaches and moves into standard and unique research methods. Topics of emphasis include research protocol, basic approaches, survey techniques, educational investigations, and applied studies. *Offered Every Semester and Summer Term*

### **COU 6370 Integrations of Theology and Counseling**

An in-depth examination of the principles and practices for integration of values in counseling. The course will address the historical influence of theology on the development of counseling theories, and practices. The course will also address the issues, concerns, and criticisms of the integration of theology and counseling. *Offered Every Semester and Summer Term*

### **COU 6385 Substance Abuse Counseling**

This course is a graduate-level introduction to the field of substance abuse counseling. The course is designed to help the student understand the etiology of substance use, to facilitate the development of addiction counseling competencies, and to increase the student's level of confidence relative to providing substance abuse evaluation, education and treatment. Emphasis will be placed on developing and practicing substance abuse counseling skills. *Offered Every Semester and Summer Term*

## **Doctor Of Philosophy In Biblical Studies**

The PhD in Biblical Studies consists of 54 semester hours of course work beyond the master's degree. All students must take the foundational course, Biblical Scholarship and Christian Ministry, and a seven -course core which exposes all students to the breadth of academic experience in biblical studies. Students are encouraged to take courses in either Old or New Testaments in order to shape their degree in accordance with their needs, and in anticipation of their comprehensive examinations. Students may choose to take up to 12 hours in one testament, but must choose at least 6 hours from the other testament, in order to facilitate interdisciplinary exposure in biblical studies. Students must also pass language proficiency exams in the biblical languages (Hebrew, Aramaic, and Greek) before registering for textual seminars. They must take an exam in one secondary research language (German, French, Spanish, Latin, etc.) before taking the comprehensive examination. A student must pass the comprehensive exams to advance to the dissertation modules. Finally, the dissertation consists of twelve hours (four dissertation modules of three hours). All students must prepare and successfully defend (via conference call) their doctoral dissertation.

### **Master of Philosophy**

After passing the comprehensive exam, and before completing a dissertation, a qualified PhD student may apply for and obtain a Master of Philosophy (M.Phil.) degree. To qualify the student must have exhibited suitable research, maintained a 3.0 grade point average, and passed the comprehensive exam. the M.Phil. degree is

essentially a milestone on the way to the PhD in Biblical Studies. The M.Phil. is not a free-standing degree program within the Kearley Graduate School of Theology. A doctoral student who withdraws after receiving the M.Phil. degree is ineligible to reapply for the PhD program at KGST.

### **Purpose and Objectives of Doctoral Program**

#### **Purpose of the PhD Program**

The purpose of the PhD in Biblical Studies is to provide a quality program for the preparation of well trained, morally oriented, and ethically driven scholars in their chosen fields. Graduates will be able to realize careers in teaching, research, and diverse fields of ministerial occupations. The program's design provides graduates with essential knowledge in the key areas of biblical studies and prepares them for scholarly endeavors. Therefore, the goals of the program are as follows:

1. To prepare graduates for entry-level teaching positions in public, private, and governmental sectors and for postdoctoral research.
2. To provide general course work in biblical studies and specific course work in religious history, theology, biblical backgrounds, archaeology, biblical and related languages, and biblical interpretation.
3. To provide graduates with specific and general knowledge and a range of skills in the key areas of reading, writing, speaking, researching, and analyzing which lead to excellence in a variety of career options.

## Learning Objectives for the PhD Program

Graduates of the *PhD in Biblical Studies* program should learn:

1. To demonstrate a high level of competency with written and oral skills
2. To attain a general knowledge of the curricular core texts and ideas
3. To think critically, creatively, and analytically
4. To understand the relationship of Christian thought to the history of scholarship in biblical studies

### Admissions Policies for PhD in Biblical Studies

The Kearley Graduate School of Theology seeks to admit doctoral candidates who have demonstrated through their academic performance aptitudes to complete graduate work at the highest level. A student must be of good character and of good standing within the community and local church.

An applicant's master's program should represent a broad based curriculum in Old Testament and/or New Testament, biblical languages, and a foreign language. After reviewing the applicant's transcripts the graduate committee may recommend or require leveling work in one or more of following areas: *Hebrew / Aramaic / Greek grammar and reading* , *General biblical studies* , *Theological studies* , *Historical studies* , *Textual studies*

### Application Procedures

KGST processes applications only after receiving all required materials. The Office of Graduate Admission will notify the applicant when the file is complete, and The applicant should assume that the

application is incomplete until notified that is complete. admission is granted only for the term indicated on the application. application materials submitted to the Office of Graduate Admissions are the property of Faulkner University and remain in possession of the university. The KGST director and a select admission committee will evaluate all application materials. For admission to the *PhD in Biblical Studies* program, an applicant must complete the following tasks:

1. Earn a biblical-studies master's degree from a regionally accredited institution.
2. Hold at least a 3.0 cumulative grade point in a master's degree program. If the student does not meet this requirement, the student may request conditional admission.
3. Arrange delivery of official transcripts, from all the colleges and universities attended, directly from the school's Registrar's Office to Faulkner's Office of Graduate Enrollment. Hand delivered copies, photocopies, and printouts of grade reports are not acceptable.
4. Submit three letters of recommendation with specific comments regarding the applicant's academic work, ability to successfully complete graduate study, and any relevant professional experience. Letters of recommendation should, if possible, include a letter from a faculty member who taught master's classes for the applicant and a letter from a work supervisor who is familiar with the applicant's degree-related work.

5. Submit a goals statement of approximately 1500 words specifying the applicant's degree-related goals and stating ways in which the PhD from the Kearley Graduate School of Theology will contribute toward achieving those goals.
6. Submit a copy of a graduate research paper or thesis previously accepted in a graduate-level biblical studies program
7. Participate in an interview with the dean, KGST director, and the graduate committee.
8. Receive approval for admission from the KGST director.

A student whose first language is not English must also submit a TOEFL score of at least 500.

Applicants may begin the application process online, by telephone, or by mail. Phone numbers are 334 386-6343 or 800 879-9816. Fax number is 334 386-7413. Online access is available through the "Apply Now" link on the [KGST web page](#).<sup>3</sup> The mailing address is:

Faulkner University  
Graduate Enrollment  
5345 Atlanta Highway  
Montgomery, AL 36109

### **Conditional and Provisional Admission**

The director of graduate studies, with confirmation from the dean, may grant conditional admission to a student, due to unusual circumstances. The director may, for example, grant admission to an applicant before all transcripts arrive – if the applicant had requested those transcripts in a timely manner. Such admission

would be conditional with a requirement that all admissions transcripts and materials arrive within two months of the beginning of the semester.

<sup>3</sup> [https://www.faulkner.edu/graduate/graduate\\_academics/kearley-graduate-school-of-theology/](https://www.faulkner.edu/graduate/graduate_academics/kearley-graduate-school-of-theology/)

## Academic Policies for KGST PhD

In addition to policies described in the front section of the Graduate Catalog, the following policies apply to students pursuing the PhD in Biblical Studies.

Class Attendance and Participation. Class attendance via web-based technologies is a requirement of this degree program. Class attendance and participation are academic matters. A student must attend each collaborative session from the time it begins until the time it concludes. Absences and submission of late work result in academic penalties. In extraordinary circumstances a professor may excuse a student who has a documented need for an absence.

Faculty-Student Communication. This PhD program is distinctive in content and form. The faculty establishes a learning community by developing an environment that encourages communication. Students are encouraged to interact with faculty and other members of the learning community via email or another academically approved platform. Faculty members must respond to weekday student communications within 24 hours.

Transfer Credit. KGST does not accept transfer credit in the PhD program.

Student Load. Two PhD classes in a semester is a full-time load.

<u>Course Grades.</u> Instructors will assign grades according to evaluation standards specified in the syllabus for each course taken. All courses in this program use the following grading scale at the right.	A	90-100
	B	80-89
	C	70-79
	D	60-69
	F	0-68

Minimum acceptable grade for an PhD course is B. A student who earns a grade of C will must repeat the course and earn at least a B before that class will count toward the degree. Grading for dissertation modules is described below.

### Academic Standing for KGST PhD<sup>4</sup>

Academic Standing. A KGST student must maintain a cumulative graduate GPA of 3.00 to remain in good academic standing. Evaluation of academic standing occurs at the end of each full-time semester, or upon completion of 6 semester hours.

Probation. The director places a student on *probation* at the end of the first semester (or first 6 hours) that the cumulative graduate GPA falls below a 3.0. The director may place the student on *continued probation* for one more term if the term GPA is 3.0 or higher during the first term of probation. The director may, at the discretion of the graduate faculty, place a student on *probation* or *suspension* any time the student earns a grade below C.

Suspension. The director places a student on suspension for one semester at the end of a second successive semester (or 6 hours) that the student's cumulative graduate GPA falls below a 3.0, unless the director grants the student continued probation as specified in the preceding paragraph. The suspends a student from the program director after a third successive semester (or 6 hours) that a student's cumulative graduate GPA falls below a 3.0, regardless of the term GPA. The director may suspend a student immediately any time the student's semester GPA falls below a 2.0, regardless of previous average. The director may, at the discretion of the

<sup>4</sup> See also [Grade Point Average](#), below.

graduate faculty, place a student on *probation* or *suspension* any time the student earns a grade below C.

### **Dissertation Policies and Procedures**

*Pass/Fail Dissertation Modules.* The PhD degree plan assigns four modules for completion of the dissertation. Each module has specific requirements. Faculty assigns a grade of Pass or Fail for each dissertation module. A student who fails a dissertation module must retake that module. If a student fails a dissertation module a second time, the program director suspends the student from the PhD program. A suspended student who wishes to resume the program must petition the KGST Director of Graduate Studies. The procedure is as follows.

- The student submits a formal petition to the Director.
- The director, the dean and the graduate committee review the petition.
- The director notifies the student of the decision to accept or reject the petition.

*Defense and Acceptance of Dissertation.* The KGST Director of Graduate Studies appoints a dissertation chair and two other faculty members as a student's Dissertation Committee. The Director makes appointments based on the requests of the student and the agreement of the faculty members involved. The student defends the dissertation before the assigned chair and readers, plus an another faculty member, who is appointed by the director. When the Committee determines that the student has successfully defended the dissertation, the Committee will accept it with either "major revisions" or "minor revisions."

The Committee documents its decision on defense of the

dissertation by adding an *Oral Examination Certificate* to the student's academic records. The student then submits the corrected dissertation for Committee approval. Upon approval the student submits final copies cataloguing and copyrighting. The student pays with the appropriate fees at that time. The Committee then documents successful completion by inserting a *Dissertation Acceptance Page* in each submitted copy of the dissertation.

### **PhD Graduation Requirements and Procedures**

In order to graduate with a PhD in Biblical Studies, a student must:

- Earn a cumulative GPA of at least 3.0 on all course work attempted for the degree; Earn at least a B in each course required for the degree;
- Successfully defend the required dissertation; and
- Complete the PhD program within a time limit of ten calendar years.

In addition, the student must make submit an application – on time – to the Registrar's Office, and pay all obligations to the university.

Before graduation, beginning in the semester before a student expects to complete all requirements for the PhD degree, the student must proceed as follows.

- Obtain a graduation application through the Registrar's Office.
- Process the graduation application in the first month of the semester.
- Settle all financial obligations to the university.

Upon confirmation that student has met all relevant requirements the university Registrar will confer the degree and

post on the student's official transcript the degree earned. Any time after the degree is posted the graduate may arrange for the Registrar's office to send to any interested party the official transcripts that confirm the completion of the PhD degree.

The Registrar's Office normally mails diplomas within two weeks after graduation ceremonies, which are scheduled for the spring of each year. Graduating PhD students indicate on their graduation applications whether or not they intend to participate in the commencement program. Those who do choose not to participate in must also notify the KGST Director.

### **Course Instruction Formats**

Classes in the *PhD in Biblical Studies* program normally begin with three full-day collaborative sessions. They also collaborate in two full-day sessions near the end of the semester.

1. This schedule accommodates students whose live participation might be prohibitively limited by time and distance.
2. This schedule permit ministers, teachers, and other professionals to engage in live online collaboration and instruction – without taking leave from their employment.
3. This schedule enables students to balance study time, work obligations, and family responsibilities. Individual professors may at times adjust the format of this schedule.

KGST students use web-based learning resources that complement live online learning, including the following.

1. Online video recordings of all the student's live class lectures and collaborative sessions,
2. Class, notes, and materials, and lectures posted on the class web site

3. Electronic submission of research papers, book reviews, etc.
4. Web-based testing, including open book discussion questions
5. Student-instructor communications during class sessions and outside class sessions
6. Discussion boards, email, online chat, and internet conferencing systems for semester-long student-instructor and student-student communication
7. Simultaneous live voice-to-voice web conferencing that enables discussion and collaboration with faculty and other students regardless of location

### **PhD Comprehensive Examination Qualifications and Procedures**

1. To qualify for the Comprehensive Examination, a student must 42 hours of required courses. These include two foundation courses, six core courses, and six textual seminars, including at least two each from the Old Testament and the New Testament.
2. The student must register for BI 9046 Comprehensive Examination for Doctor of Philosophy.
3. The Comprehensive Examination will include written and oral testing, administered over a two-day period.
4. The doctoral faculty will write the questions included in The Comprehensive Examination, based on courses the student has completed.
5. Professors who taught the student will evaluate Student responses to questions about the subjects they taught to the student.
6. Evaluation of the student's overall response to the Comprehensive Examination will be graded as "Pass" or "Fail."



7. A student who fails the exam must retake the entire exam.
8. A Students may retake the exam as early as the following semester.
9. A Students who fails the exam a second time may not retake the exam without approval of the KGST director of graduate studies.
10. To request a third opportunity to take the Comprehensive Examination a student must submit a formal petition to the Director, who then chairs a faculty committee to consider the petition. Committees approve petitions only in very unusual circumstances.

### **Internet and Computer Requirements for Live Web Collaboration**

KGST students must have ready access to updated technologies in order to participate in live virtual collaborative sessions. Current technology requirements are detailed in the university's [Online Student Handbook Supplement](#).<sup>5</sup> The following sections of sections of that handbook supplement are particularly significant to participation in this program: *Accessing Faulkner University Online*; *Minimum Technical Requirements and Skills*; and *Student Support: Technical Support*. An excerpt from the handbook is included in this catalog, immediately after the course listings for the PhD program.

See also [Minimum Technical Requirements](#), below, for details

<sup>5</sup> <https://www.faulkner.edu/wp-content/uploads/onlinehandbook.pdf>

## Curriculum for PhD in Biblical Studies

54 Semester Hours Required for Graduation

### **Foundation Courses** – 6 semester hrs (2 courses, 3 hrs each)

BI 7301 Biblical Scholarship and Christian Ministry  
BI 7310 Advanced Studies in Biblical Hermeneutics

### **Core PhD Courses** – 18 hours (six courses, 3 hours each)

BI 7312 Advanced Studies in Biblical Backgrounds  
BI 7314 Advanced Studies in Textual Criticism  
BI 7316 Advanced Studies in Biblical Theology  
BI 7318 Advanced Studies in Religious History  
BI 8311 Advanced Studies in Restoration Theology  
BI 8313 Advanced Studies in Biblical Languages

**Biblical Languages Proficiency Exams:** BI 9040, 9042, 9044 (0 hours credit)

### **Elective Textual Seminars** – 18 semester hrs (6 courses, 3 hrs each)

At least two courses from OT and at least two courses from NT required

OT 8320 Seminar in the Wisdom Literature  
OT 8322 Seminar in the Historical Literature  
OT 8324 Seminar in the Major Prophets  
OT 8326 Seminar in the Torah  
OT 8328 Seminar in the Psalms  
OT 8330 Seminar in the Minor Prophets  
NT 8321 Seminar in the Book of Hebrews  
NT 8323 Seminar in the Pauline Letters  
NT 8325 Seminar in the Book of Acts  
NT 8327 Seminar in the Gospels  
NT 8329 Seminar in the General Epistles & Johannine Lit  
NT 8331 Seminar in the Epistle to the Romans

### **Comprehensive Examination** (zero hours credit)

BI 9046 Comprehensive Examination for PhD

### **Dissertation** (4 units, 3 hours each)

RD 9320, 9321, 9322, 9323 - Dissertation I, II, III, IV

## Course Descriptions for PhD in Biblical Studies

### **BI 7301 Biblical Scholarship and Christian Ministry**

This course is an advanced study of the inter-relationship of academic research and Christian ministry. The course also orients new students to the doctoral program and to advanced research methods in biblical studies. *Offered every Fall Semester*

### **BI 7310 Advanced Studies in Biblical Hermeneutics**

This course analyzes the principles of interpretation as they relate to ascertaining the meaning of the biblical text and its application to the contemporary world. Content includes evaluation of hermeneutical methods employed by both ancient and modern scholars (rabbinical, classical, modern, and post-modern). The course also explores ways genre recognition (e.g., law, narrative, parable, epistle, apocalyptic, etc.) affects the hermeneutical process. *Offered every Spring Semester*

### **BI 7312 Advanced Studies in Biblical Backgrounds**

This course is a study of the history, cultures, languages, literatures, and religions of the ancient Near East from 3000 B.C. to Early Christianity (2nd century A.D.). This study provides background information for understanding ancient Israel, emergent Judaism, and their sacred literature, as well as the politics, society, culture, philosophies and religions of the Greco-Roman world of the time of Christ. *Offered every Spring Semester*

### **BI 7314 Advanced Studies in Biblical Textual Criticism**

This course involves an advanced research in the text of the Hebrew Old Testament and the Greek New Testament. Special attention is given to learning about ancient manuscripts, ancient versions of the Bible, the history of textual criticism, use of the textual apparatus of BHS/BHQ and NA27,28, and the basic criteria for evaluating variant readings. *Offered every Spring Semester*

### **BI 7316 Advanced Studies in Biblical Theology**

This course is a systematic study of major biblical themes with an attempt to relate them to current issues and to people living in the contemporary world. The course addresses background questions like concepts of biblical authority and hermeneutical theory. Methodological approaches will be historical, comparative, and constructive. *Offered every Fall Semester*

### **BI 7318 Advanced Studies in Religious History**

This course involves the historical investigation of a particular individual, movement, issue, or theme with the specific focus being the biblical interpretation involved in the subject under study. The course addresses the development, context, culture, consequence, and influence of the particular subject. *Offered every Fall Semester*

### **BI 8311 Advanced Studies in Restoration Theology**

This course explores a particular movement, person, issue, or theme in the biblical interpretation and/or theology of the Restoration movement (broadly conceived). The course gives Special attention to the historical development, cultural context, and consequences of the subject under study. Investigation will include primary and secondary sources chosen to deepen the students' understanding of ways those in the Restoration movement have understood and applied scripture. *Offered every Spring Semester*

### **BI 8313 Advanced Studies in Biblical Languages**

This course will analyze the linguistic diversity (Hebrew, Aramaic, Greek, and Latin) of the ancient world as it relates to the biblical text and will incorporate a systematic process of memorizing Hebrew and Greek words. Students will also study the etymology of significant words and ideas, review grammatical concepts, and give an exegesis of selected biblical texts. The course gives Special attention will be given to the Hellenistic expansion in the ancient world precipitated by Alexander the Great and the emergence of Koinē Greek. *Offered every Fall Semester*

### **BI 9040 Biblical Language Proficiency Exam: Hebrew/Aramaic**

Written/Oral examination designed to measure proficiency in the primary biblical languages of Hebrew and Aramaic. *Offered on demand*

**BI 9042 Biblical Language Proficiency Exam: Greek**

Written/Oral examination designed to measure proficiency in the primary biblical language of Greek. *Offered on demand*

**BI 9044 Secondary Language Proficiency Exam**

Written/Oral examination designed to measure proficiency of a secondary research language. *Offered on demand*

**BI 9046 Comprehensive Examination for Doctor of Philosophy**

Written and oral examinations designed to measure the synthesis of the biblical studies curriculum. *Offered on demand*

**NT 8321 Seminar in the Epistle to the Hebrews**

This course will involve a close critical reading of selected portions of the Epistle to the Hebrews in Greek. Besides an exposure to the critical, historical, and doctrinal issues that modern scholars have raised about this book and its interpretation (e.g., authorship, destination, the relationship between the Old and New Covenants, the possibility of apostasy, etc.), students will gain a better understanding of the book's message and an appreciation for the practical application of its teachings to the church and to individuals living today. *Offered Fall Semester in Even Years*

**NT 8323 Seminar in the Pauline Letters**

This course incorporates advanced research in Romans, 1 & 2 Corinthians, Galatians, Ephesians, Philippians, Colossians, 1 & 2 Thessalonians, 1 & 2 Timothy, Titus, and Philemon with a specific examination in the primary text of one or more of these books. The course gives Special attention to revelation, inspiration, canonicity, manuscripts and versions, authorship, date, the Greco-Roman and Jewish backgrounds of Paul's writings, critical issues, theological issues, and relevance for the twenty-first century biblical scholar and Christian. *Offered Summer Term in Even Years*

**NT 8325 Seminar in the Book of Acts**

Besides reading selected portions of the Book of Acts in Greek, students will explore questions of authorship, the date of composition, and the purpose for which this book was written. The course gives attention to the narrative with an emphasis on its historical reliability and on ways the events recorded relate to the Epistles of Paul.

Students consider and discuss Practical implications for the modern church. *Offered Fall Semester in Odd Years*

**NT 8327 Seminar in the Gospels**

This course incorporates advanced research in Matthew, Mark, Luke, and John with a specific examination in the primary text of one of these books. Special attention is given to revelation, inspiration, canonicity, manuscripts and versions, authorship, date, source theories, the Greco-Roman and Jewish background of the gospels, critical issues, theological issues, and relevance for the twenty-first century biblical scholar and Christian. *Offered Spring Semester in Even Years*

**NT 8329 Seminar in the General Epistles and the Johannine Literature**

This course involves an advanced reading of selected Greek texts in the books of James, 1 Peter, 2 Peter, 1 John, 2 John, 3 John, Jude, and Revelation and an application of their message to the contemporary world. Students will also explore the background of New Testament prophecy, apocalyptic literature, and Gnosticism (Nag Hammadi library) and the critical, theological, hermeneutical, and historical issues as they relate to the General Epistles and the Johannine Literature. *Offered Spring Semester in Odd Years*

**NT 8331 Seminar in the Epistle to the Romans**

This course is an in-depth study of the Apostle Paul's Epistle to the Romans involving a careful exegesis of the Greek text with special attention given to theological problems and critical issues that modern scholars have raised about the book (e.g., salvation by faith, God's sovereignty in election, predestination, and man's free will). Students will also explore practical applications of the epistle's teachings to the church and to the contemporary world. *Offered Spring Semester in Even Years*

**OT 8320 Seminar in the Wisdom Literature**

This course incorporates advanced research in Job, Proverbs, Ecclesiastes, and Canticles with a specific examination in the primary text of one of these books. The course gives Special attention to revelation, inspiration, canonicity, manuscripts and versions, authorship, date, ancient Near Eastern background, interpretative and critical issues, and relevance for the twenty-first century biblical scholar and Christian. *Offered Fall Semester in Even Years*

**OT 8322 Seminar in the Historical Literature**

This course incorporates advanced research in Joshua, Judges, Ruth, 1 & 2 Samuel, 1 & 2 Kings, 1 & 2 Chronicles, Ezra, Nehemiah, and Esther with a specific examination in the primary text of one or more of these books. The course gives Special attention to revelation, inspiration, canonicity, manuscripts and versions, authorship, date, ancient Near Eastern background, critical issues, and relevance for the 21st century biblical scholar and Christian. The course gives specific attention is given to narrative exegesis. *Offered Spring Semester in Odd Years*

**OT 8324 Seminar in the Major Prophets**

This course incorporates advanced research in Isaiah, Jeremiah-Lamentations, Ezekiel, and Daniel with a specific examination in the primary text of one or more of these books. Focus includes the nature of prophecy, revelation, inspiration, canonicity, manuscripts and versions, authorship, date, ancient Near Eastern background, critical issues, and relevance for the 21st century biblical scholar and Christian. The course gives specific attention to narrative and poetic exegesis. *Offered Spring Semester in Even Years*

**OT 8326 Seminar in the Torah**

This course incorporates advanced research in Genesis, Exodus, Leviticus, Numbers, and Deuteronomy with a specific examination in the primary text of one or more of these books. Focus includes revelation, inspiration, canonicity, manuscripts and versions, authorship, date, ancient Near Eastern background, critical issues, and relevance for the 21st century biblical scholar and Christian. The course gives specific attention to narrative and poetic exegesis. *Offered Fall Semester in Odd Years*

**OT 8328 Seminar in the Psalms**

This course incorporates advanced research in the book of Psalms, also known as the Psalter, with a specific examination in the primary text of selected psalms. Focus includes revelation, inspiration, canonicity, manuscripts and versions, authorship, date, ancient Near Eastern background, critical issues, and relevance for the 21st century biblical scholar and Christian. The course gives specific attention to poetic exegesis and to comparison of the piety of the Psalter to the piety of Christian prayer and song. *Offered Summer Term in Odd Years*

**OT 8330 Seminar in the Minor Prophets**

This course incorporates advanced research in Hosea, Joel, Amos, Obadiah, Jonah, Micah, Nahum, Habakkuk, Zephaniah, Haggai, Zechariah, and Malachi with a specific examination in the primary text of one or more of these books. Focus includes the nature of prophecy, revelation, inspiration, canonicity, manuscripts and versions, authorship, date, ANE background, critical issues, and relevance for the 21st century biblical scholar and Christian. The course gives specific attention to narrative/poetic exegesis. *Offered Summer Term in Even Years*

**RD 9320 Dissertation I**

This course serves as the initial step in formulating a research topic, methodology, bibliography, and research proposal. Student submits a draft of chapter one of the dissertation, which includes a review of literature. *Offered on demand*

**RD 9321 Dissertation II**

This course serves as a continuation of the dissertation process. Student completes a draft of chapter two and makes revisions as recommended by the dissertation committee. *Offered on demand*

**RD 9322 Dissertation III**

This course serves as a continuation of the dissertation process. Student completes a draft of chapter three and makes revisions as recommended by the dissertation committee. *Offered on demand*

**RD 9323 Dissertation IV**

This course serves as a continuation of the dissertation process. Student completes chapter four (conclusion) of the dissertation, makes all necessary corrections and revisions of dissertation, and makes oral defense the dissertation. *Offered on demand*

## Minimum Technical Requirements For Online Learning through KGST

KGST students must have ready access to updated technologies in order to participate in live virtual collaborative sessions. Current technology requirements are detailed in the university's [Online Student Handbook Supplement](#).<sup>6</sup>

The following sections of sections of that handbook supplement are especially important.

Accessing Faulkner University Online  
Minimum Technical Requirements and Skills  
Student Support: Technical Support

Minimal technology requirements for online learning through the Kearley Graduate School of Theology include the following (excerpted from the *Online Student Handbook Supplement*).

### *Personal computer*

Smart phones, tablets (including iPads), and other mobile computing devices may not be able to perform all tasks necessary to participate fully in an online course.

### *Operating system*

Windows Vista, Mac OS X 10.6, 1, or Linux (Debian 7, Fedora 17, OpenSuSE 12.2, Ubuntu 12.04)

### *Hardware*

Processor: 1.5 GHz dual-core Intel Pentium 4; Intel Pentium 3; Athlon 64  
Free RAM: 128 MB  
Free disk space: 100 MB  
Monitor: Color with a resolution of at least 800 x 600  
Graphics card: 128 MB  
Broadband network adapter  
100% Sound Blaster compatible sound card and speakers

### *Broadband Internet access*

DSL, cable, not “dial up”  
*WiFi or mobile (e.g., 3G, 4G) connections are not recommended for taking examinations, participating in video conferences, or engaging in other activities that require especially stable connections.*

### *Web browser*

Google Chrome or Mozilla Firefox (current stable release)  
*Apple Safari and Internet Explorer users may experience difficulties with some learning management systems or other web components.*

<sup>6</sup> <https://www.faulkner.edu/wp-content/uploads/onlinehandbook.pdf>

# University Standards and Procedures

*Based on the Faulkner University 2016-2017 Graduate Catalog*

## Admissions

### Admission and Admission Status

Applicants should refer to each program in this catalog for particular admissions requirements.

The following standards apply to all master's programs at Faulkner University. Applications cannot be processed until ALL required materials are received. As soon as they have been received, the applicant will be notified that his/her file is complete. It is appropriate to assume that the application is incomplete until such notification is received. Admission, when granted, will be valid only if the applicant enrolls during the term indicated on the application. All application materials become the property of Faulkner University; none will be returned to the applicant.

**Academic Credentials.** An applicant to any master's programs must have completed an undergraduate degree from a regionally accredited institution. An official transcript from EACH college or university attended must be submitted to the appropriate office. The official transcripts must be mailed from the school issuing the transcripts directly to Faulkner University. Hand-delivered transcripts, photocopies of transcripts, and print outs of grade reports are unacceptable.

**Regular Admission.** A student with a bachelor's degree from a regionally accredited college with a major in a relevant field and a GPA that meets the standard set by the degree program and with

minimum scores on the GRE or MAT and who has submitted the above specified forms along with the non-refundable application fee will be granted full graduate student status.

### Conditional Admission

A student with a bachelor's degree from a regionally accredited college or university with a cumulative GPA that does not meet the standard set by the degree program or with less than minimum scores on the GRE or MAT may register under conditional admission. Students granted conditional status may register for a maximum of nine (9) semester hours. Bachelor's degree graduates of foreign, nationally accredited, or pre-accredited (candidates for regional accreditation) institutions may be granted conditional admission. A student admitted under conditional admission will be granted regular admission after completing 12 graduate hours with no grade lower than B.

### Special Student Admission

A student, who wishes to take a limited number of courses for personal enrichment or for transferring to another institution and does not wish to work toward a degree at Faulkner University, may apply to enroll as a special student. Application procedures (including the \$35.00 fee) must be completed.

### Early Admission

Special early admission is available for undergraduate seniors majoring in a relevant discipline with a cumulative GPA that meets the standard set by the degree program who are within nine (9) hours of meeting the requirements for the bachelor's degree. The student is not considered a graduate student and may take no more than six (6) semester hours pre-approved by the respective College. Graduate courses taken by qualified undergraduates cannot be used for bachelor's degree requirements.

## Audit

Students are permitted to audit a course provided that there is room in the classroom and that the number of auditors is not more than 20% of the class enrollment. A \$100.00 audit fee (per course) is charged but no credit is granted. With permission of the professor, a student may change his/her registration from credit to audit or audit to credit during the first three weeks of the semester. After this time his/her options are to continue as registered or to withdraw from the course.

## Student Accounts

### **TUITION** per semester hour

Master of Arts (Biblical Studies).....	\$510
Master of Arts in Christian Ministry .....	\$510
M.A. in Christian Counseling/Family Ministry .....	\$510
PhD in Biblical Studies.....	\$520

### **COURSE-RELATED FEES** *per semester*

Non Traditional Eagle I Initiative Fee (Full time) .....	\$100
Non Traditional Eagle I Initiative Fee (Part time) .....	\$50
Online Course Fee .....	\$55
International Student Processing Fee .....	\$150

### **REGISTRATION FEES** (per semester, non-refundable)

Registration Fee (Full Time) .....	\$110
Registration Fee (Part Time) .....	\$55
Late Registration Fee .....	\$100

### **OTHER FEES AS APPLICABLE** (non-refundable)

International Student Fee (one-time charge) .....	\$250
Emergency Response Fee per semester.....	\$10
ID CARD Fee Replacement .....	\$25
Change of Course Fee .....	\$50
Graduation Fee .....	\$150
Late Graduation Fee (Additional) .....	\$50
Second Diploma Fee .....	\$15

Transcripts .....	\$7-\$9
Audit Fee (Per course) .....	\$250
Thesis Fee .....	\$500
Thesis Continuation Fee .....	\$100
<b>FINANCIAL FEES</b>	
Deferment Plan .....	\$100
Late Payment Fee .....	\$100
Returned Check Fee .....	\$30
Record Production Fee (+\$1 per page).....	\$25

## Payment Policies

All charges are due at registration. Registration is not complete until business office approval is granted.

Checks for tuition and fees must be made payable to Faulkner University and must identify the student for whom the payment is made. Faulkner University accepts MasterCard, American Express, Visa, and Discover. Books and supplies must be purchased separately.

A fee is assessed at the maximum allowed by Alabama state law for each returned check. If a student has checks returned, subsequent payments must be in cash or money order.

Students may apply to defer a portion of their balance for each term. The remaining balance, after down payment and confirmed financial aid, may be divided into equal installments. In order to defer payment, the student must make the required down payment at registration and must maintain a satisfactory credit record. A deferment fee is assessed for those students permitted to defer payment. A late payment fee is assessed for each late payment.

### **Third Party Reimbursement Funds Paid Directly to the University**

Students whose accounts will be paid directly to the University by a third-party sponsor, such as a company, church, the military, or other organization, must submit acceptable written commitment to the University. The University may defer payment of the reimbursement



amount until funds are received from the third party. Any amount not covered by the third party must be paid by the student. A deferment fee will be charged. If the student's bill remains unpaid contrary to terms of the third-party agreement, continued enrollment may be delayed until suitable arrangements are made. The student is ultimately responsible for the timely payment of the account. If funds are not received on time, the student is responsible for remaining balance due.

### **Funds Paid Directly to the Student**

Students whose accounts will be paid directly to the student must follow the guidelines for deferred payments listed under Payment Policies in this catalog. A deferment fee will be charged. The student remains responsible for all charges associated with attending Faulkner.

### **Past Due Balances**

In the event a balance remains after the close of the term in which the charges were incurred, an interest charge of 1.5% monthly will be added to the unpaid balance. This interest charge will continue monthly until the balance is paid in full. Students who are delinquent with payments may not be allowed to continue in classes or register for future classes. Any outstanding balance from a previous term must be paid before enrolling for the next term. Delinquent accounts may be placed with a collection agency and are subject to legal action.

### **Refund Policies**

Tuition refunds are made in accordance with the schedule below only after the student notifies the Registrar's Office of his/her intention to drop or withdraw. If room or board charges apply, these charges will be based on the prorated period of occupancy during each term of residency. All other fees and charges are non-refundable. If charges have been paid by check, refunds are not made until the check has cleared the bank. In addition, refunds are not made until the conclusion of the published refund period as described in the Refund Schedule below.

<u>Drop/Withdrawal</u>	<u>Refund Percentage</u>
Through 7th day of term	100% less \$110
Through 10th day of term	50%

Registration is considered a contract binding on the student. If the student officially notifies Faulkner University of withdrawal, the withdrawal date is the date, as determined by the University, that the student began the withdrawal process or otherwise provided official notification to the Registrar's Office, in writing or orally, of his intention to withdraw. If withdrawal results from misconduct, Faulkner University is under no obligation to make any refunds. Scholarships will be adjusted at the same rate tuition is refunded. No combination of awards, however, may result in a refund of more than 100% of the student's total charges.

### **Security Interest in Student Records**

Diplomas, grades, transcripts or other reports will not be released until all accounts, current or otherwise, have been settled in agreement with university policy as outlined above.

## General Policies for Graduate Programs At Faulkner University

### Withdrawals from Classes

A student may drop a course or withdraw from school (drop all courses) without academic penalty through the date identified in the Academic Calendar of each program as the "last day to drop a class with a W." The "last day to drop a class with a W" for traditional programs is normally the Friday of the third week following mid-term exams. During this period of time a student may drop a course by completing a drop form and securing the appropriate signatures. Drop forms are available in the Registrar's Office, and must be returned before the time noted in the above paragraph. A student withdrawing from school (all courses) must obtain a withdrawal form from the Registrar's Office and must secure all signatures indicated on the form. All drops/withdrawals after the published "last day to withdraw with a W" will result in a grade of F, which will adversely affect the grade point average. A student has not officially withdrawn from a class or from school until the proper forms have been filed with the appropriate offices. In addition, tuition is charged, or refunded, according to the appropriate program Refund Policy in this catalog.

### Student Records

Students may order transcripts from the Office of the Registrar by filling out forms there and paying appropriate fees.

Faulkner University is a private, nonprofit institution. It must generate income from the following sources: student tuition and fees, grants, private gifts, endowment earnings and auxiliary enterprises. The university reserves the right to adjust fees and rates at any time as deemed necessary.

### Grading System<sup>7</sup>

Unless a syllabus or program specifies otherwise, the grading scale in this chart is the University grading scale.

<u>Grade</u>	<u>Scale</u>	<u>Significance</u>
A	90-100	Excellent or Outstanding
B	80-89	Good or Superior
C	70-79	Satisfactory or Average
D	60-69	Low Passing
F	0-59	Failure

### Grades Not Calculated in GPA

I = Incomplete	FA = Failure for Absences
W = Withdrawn	AU = Audit
P = Passing (no reference to achievement)	S = Satisfactory
	U = Unsatisfactory

Unless otherwise stated, grades are recorded for graduate courses in recognition of certain levels of achievement and are interpreted as follows:

- No grade below C will count toward degree requirements. Students are allowed two grades of C in their courses. A student receiving a third C will repeat one of the courses to improve his or her grade for that course to B or better.
- A grade of **W** is posted when a student drops a course before the deadline specified on the university's Academic Calendar. A grade of **F** will be posted when a student drops a course after the specified date in the Academic Calendar. These standards apply whether the student withdraws from a course voluntarily or non-voluntarily.
- An **I** (Incomplete) is awarded only when necessary and not for the

<sup>7</sup> See also [KGST MA Academic Standing](#) and [KGST PhD Academic Standards](#), above.

convenience of students who wish more time to complete their work.

**If an I is not replaced by another grade by the last day of classes of the following term it automatically becomes an F.**

- **AU** is the grade assigned for a course audited or otherwise taken without credit. If an auditor discontinues, a W is assigned.
- **R** is the notation assigned a course which is being repeated or duplicated. Credit will not be given twice for the same course. The last grade earned will be the one used to determine if requirements have been met and in calculating averages unless the student withdraws before the announced deadline. A failing grade may be removed from GPA calculation only by repeating the course failed.
- **S** and **U** grades are used when it is not feasible to evaluate achievement more precisely or when work is still in progress and not overdue. After a final grade has been awarded, it cannot be changed except when it is quite clear that a major error has been made. Students will not be given additional time to raise a grade.

### **Grade Point Average**

Scholarship level is expressed in terms of a grade point average (GPA) calculated by dividing total quality points earned by credit hours attempted. Quality points for a course are calculated by multiplying semester hours times the value of a grade on the following scale. A=4. B=3. C=2. D=1. F=0. Semester and cumulative averages are recorded on the permanent academic record and on semester grade reports. Averages are used to determine academic probation and suspension, renewal of academic scholarships, and eligibility for degrees.<sup>8</sup>

### **Repeating Courses**

A student should consult with his or her academic advisor before repeating a course in which he or she has a low or failing grade. The

purpose of this consultation is to examine the cause(s) of the previous poor work and to discern specific steps necessary to succeed in the repeat. When a course is repeated, the last grade is used in the computation of the GPA.

### **Grade Reports**

Students may check their final grades online at the university website. The student should review low grades promptly with his advisor. Official notice of academic honors, probation, or suspension is indicated on the grade report.

### **Expectations of Students, Faculty and Staff**

The right of sharing in the privileges of a graduate degree at Faulkner University involves the recognition of and acceptance of mutual responsibilities. These include the recognition of the authority of the administration and faculty of Faulkner University over all procedures, policies and guidelines for governing the graduate degree programs.

Certain standards of integrity are expected to be met by students, faculty and staff and are stated here for self-discipline and support by all members Faulkner University community. Each may expect of the other honesty in all relationships, responsibilities and tasks; integrity and good stewardship in all financial obligations and dealings; conscientious concern for each other in matters of personal habits, attitudes and actions; demonstration of a spirit which recognizes the Lordship of Christ and expresses Biblical love for God and man; an appreciation for the campus of Faulkner University and a stewardship concern for maintaining both its natural and physical facilities.

Evidence of conspicuous or persistent failures in moral responsibility will lead to disciplinary action that may result in suspension or dismissal from Faulkner University. Academic and Financial Responsibilities

<sup>8</sup> See also [KGST MA Academic Standing](#), and [KGST PhD Academic Standing](#), above.

Faulkner University and the respective colleges therein, are dedicated to learning and the highest academic standards. Students are expected to attend all scheduled classes in which they are enrolled except for cases of illness or other valid reasons. Notification of the professor and/or the respective college is expected in such cases.

Students who have not met, or made satisfactory arrangements to meet, all financial obligations to Faulkner University, including fees and fines, may not be permitted to take final examinations. No diploma, transcript or letter of recommendation will be released, nor will action be taken in regard to placement, until such time as all financial obligations have been met. Students will be graduated only after their debts to the university have been paid, or arrangements satisfactory to the university have been agreed upon.

Evidence of conspicuous or persistent failures in moral responsibility will lead to disciplinary action that may result in suspension or dismissal from Faulkner University.

### **Conduct Regulations**

In matters of personal conduct, students are expected to behave as responsible citizens in a Christian community. A student's application for admission constitutes acceptance of the objectives and regulations of the university. The university reserves the right to dismiss a student whenever, in its judgment, the general welfare of the university seems to require such action. In all cases, careful attention is given to ensure that "due process" is provided to all students who are charged with violating any university regulation.

Detailed conduct regulations appear in the Student Handbook, published on the university's web site. Representative of these are the following:

- Students must abide by published dress and grooming codes
- The university prohibits the use of tobacco in any form on campus.
- All student vehicles must be registered with Campus Security.

Suspension or other serious disciplinary action may result from the following, on or off campus: possession or consumption of alcoholic beverages; illegal use or possession of drugs; stealing; cheating; sexual immorality; assault; profanity; vulgarity; gambling; dishonesty; hazing; possession and use of firearms, fireworks, or explosive chemicals; or attendance at any establishment or event at which the principal purpose is known to be dancing or the sale and/or consumption of alcoholic beverages. This list is representative, and not necessarily comprehensive.

A student who has a problem with a professor or disagrees with a course grade should begin by going directly to the professor to share the concern or complaint within two weeks of the occurrence or grade report. If the meeting with the professor does not resolve the issue, the student may appeal to the dean of the professor's college within a month of the occurrence or grade report.

### **Policy on Academic Honesty**

Cheating on an examination or an assignment undermines the ethics of the academy and the specific Christian purposes of Faulkner University. Accordingly, students who cheat on examinations or assignments will face serious consequences, as outlined in the policy below. Plagiarism is a form of cheating. Plagiarism is the transmission of another's ideas, words, or materials as one's own and/or the failure to credit accurately the ideas, words, or materials of another. Plagiarism also includes passing off another's work (a friend's, parent's, a website's) as one's own. Plagiarism undermines the ethics of the academy and the specific Christian purpose of Faulkner University. Accordingly, students who engage in plagiarism in papers submitted will face serious consequences, as outlined in the policy below.

### **Penalties for Academic Dishonesty**

- On the first offense, the student will receive a 0 for the examination or assignment.

- Professors shall send documentation of the first offense to the appropriate chair, the dean of the appropriate college, the Vice President for Academic Affairs, and the Dean of Students.
- On the second offense, the student will receive an F in the course. Professors shall send documentation of the second offense to the appropriate chair, the dean of the appropriate college, the Vice President for Academic Affairs, and the Dean of Students.
- If the student receives an F in two courses for cheating and/or plagiarism, he or she will be suspended from the university.
- Professors should maintain the highest standards of academic honesty both in and out of the classroom. Professors must report and apply the rules regarding cheating and plagiarism through appropriate channels.

### **Class Attendance and Participation**

Class attendance and participation are crucial to success in graduate academics. Students should pay close attention to participation (attendance) policies posted in their syllabi. Individual instructors and programs often set more stringent attendance (participation) requirements than the minimum standards set by the university.

*General University Standards.* In *traditional format classes* regular class attendance by all students is a requirement of the University and excessive absences bring academic penalties. A grade of F will be recorded for any class in which the student's A student who is absent for more than 25% of a course's class meetings receives an F for that course. All absences for whatever reason count toward the 25% rule. In *online classes* attendance may be measured differently than in traditional classrooms. For some minimum online participation

(attendance) guidelines, see the [Online Student Handbook Supplement](#).<sup>9</sup>

### **University Standards for Academic Standing<sup>10</sup>**

*Academic Standing.* Graduate students must maintain a cumulative graduate GPA of 3.00 to remain in good academic standing. Evaluation of academic standing occurs each term. Since many graduate students carry part-time loads, each graduate program may set this evaluation at the number of hours considered a full term, rather than by the calendar. MJA handles probation and suspension on a case by case basis. Students should consult their particular sections of this catalog for details.

*Academic Probation.* The first semester a student's cumulative graduate GPA falls below a 3.0, he or she will be placed on probation. A student may be placed on continued probation for one more term if the term GPA is 3.0 or higher during the first term of probation.

*Academic Suspension.* The second successive semester a student's cumulative graduate GPA falls below a 3.0, he or she will be suspended from the graduate program for one semester, unless the student has a 3.0 or higher GPA that semester, in which case he or she will be continued on probation. The third successive semester a student's cumulative graduate GPA falls below a 3.0, the student will be suspended from the graduate program regardless of his or her GPA for that semester.

Any time a student's semester GPA falls below a 2.0, he or she may be suspended immediately regardless of his or her previous average. Grades below C may result in academic suspension or termination at the discretion of the graduate faculty. Any time a student's semester

<sup>9</sup> <https://www.faulkner.edu/wp-content/uploads/onlinehandbook.pdf>

<sup>10</sup> See above under [KGST MA Academic Standing](#) and [KGST PhD Academic Standing](#).

GPA falls below a 2.0, he or she may be suspended immediately regardless of his or her previous average.

### **Students with Disabilities**

Faulkner University seeks to be learner-friendly for students with disabilities.

Students with diagnosed disabilities should direct their inquiries to the Director of Project Key (334- 386-7185) or to the Vice President for Academic Affairs 334-386-7100. Disability documentation must be provided from an appropriately qualified professional (i.e., physician, psychiatrist, or psychologist). Each semester the student must meet with the Director of Project Key in order to establish a specific accommodation plan. The university seeks to be helpful and cooperative. Nevertheless, the responsibility for learning clearly rests with the student, and the student must take the initiative in arranging for the accommodations. Class Changes

### **Additions to Class Schedules**

In order to add a class to a schedule, a student must have his faculty advisor complete and sign the Add Form. The student must take this form to the Registrar's Office before the fifth day of the semester. A fee is charged for each Add Form processed, except in the case where the student must choose another class due to the cancellation of a class for which the student had been registered.

### **Financial Assistance**

Information concerning loans is available through the Financial Aid Office.

### **Financial Aid Satisfactory Progress**

Students must be making satisfactory progress in order to be eligible for federal financial assistance. Financial Aid standards for satisfactory

progress are not necessarily the same as academic standards for good standing.

### **Student Loans**

Educational loans provide an excellent source of financial assistance needed to meet the expense of your Faulkner University education. Faulkner offers a variety of loan programs to meet the borrowing needs of our students. The primary source for students is the Federal Direct Loan Program. In order to qualify for the Direct Loan Program, the student must submit the Free Application for Federal Student Aid (FAFSA) to establish eligibility. The FAFSA can be completed by going to the Financial Aid website at [www.faulkner.edu](http://www.faulkner.edu), as well as, the other necessary financial aid documents can be obtained from the same site

### **Federal Direct Unsubsidized Loans**

The federal unsubsidized loans are not awarded on the basis of need. The student is charged interest from the time the loan is disbursed until it is paid in full. The student has the option of paying the interest while in school or capitalizing the interest at repayment. The principal loan amount is deferred until six months after the student graduates, drops below half time or completely withdraws from school. A graduate student is able to borrow up to \$20,500 per year in unsubsidized loans. The interest rate on a federal unsubsidized Stafford loan is fixed and may change each July 1st. All of necessary forms and information concerning applying for financial aid can be found at the Financial Aid website ([www.faulkner.edu](http://www.faulkner.edu)).

### **Repayment**

The student does not enter repayment on these loans until he/she has graduated, dropped below half time or withdrawn from school. If any of these do occur, then the student will start repayment six months later. The loans are extended over a 10-year repayment period and may be extended for even a longer period based on the amount borrowed. The

individual servicers will contact the student concerning repayment terms.

### **GRADPLUS Loans**

The GRADPLUS Loan program is available for our GRAD/Professional students to help them cover additional expenses relating to their educational needs. The amount they are eligible to borrow is the Cost of Attendance minus all other financial aid.

### **Private Educational Loans**

In addition to federally supported loans, many private lending institutions offer loans to students and families seeking assistance to meet expenses related to attendance at Faulkner University. The student can contact the Financial Aid Office for a listing of lenders.

### **Veteran's Benefits**

Veterans and dependents may be eligible for benefits. For additional information or questions concerning benefits the student may contact the Military and Veteran Services Office at Faulkner.

## **Student Complaint Process**

### **POLICY NUMBER 1903**

#### **STUDENT COMPLAINTS AND CONFLICT RESOLUTION POLICY**

#### **SUBJECT: STUDENT COMPLAINTS AND CONFLICT RESOLUTION**

Adopted: April 1, 1999. Revised: May 6, 2008

Student complaints and/or other problems **must be submitted in writing** to the appropriate division of the University. Undergraduate student's desiring to register a complaint should reference the current Faulkner University Student Handbook for the specific procedures to submit a complaint and complete the appropriate *Student Complaint Record Form*.

Graduate student's desiring to register a complaint should reference the current Faulkner University Graduate Student Handbook for the specific procedures to submit a complaint and complete the appropriate *Student Complaint Record Form*. Jones School of Law student's desiring to register a complaint should reference the current Faulkner University Jones School of Law Student Handbook for the specific procedures to submit a complaint and complete the appropriate *Student Complaint Record Form*. All student complaints will be handled in an unbiased manner, with emphasis on respecting confidentiality, preventing reprisals and seeking a resolution. A written response summarizing the resolution of the complaint/conflict will be provided.

## **GRADUATE STUDENTS**

### *ACADEMIC COMPLAINTS AND CONFLICT RESOLUTION*

Student complaints and/or other problems relating to academic matters such as course content, grades, academic/course policies, are handled through the Division of Academic Affairs. All student complaints must be submitted in writing on the Student Complaint Record Form for Academics. Students wanting to register a complaint should follow the procedures detailed in the current Faulkner University Student Handbook and outlined as follows:

1. Student Complaint Record Form for Academics.  
Students must complete the Student Complaint Record Form: Academic and provide a written narrative describing the complaints and/or other problems relating to academic matters.
2. Submission of Student Complaint Record Form: Academic.
  - a. Submission to Instructor.  
Students should initially submit the *Student Complaint Record Form* to the relevant course instructor. If the nature of the complaint makes it inappropriate for the student to submit the complaint to the Instructor, then the student should submit the complaint to the Department Chair, Program Director, and/or Center Director.

- b. Submission to the Department Chair, Program Director, and/or Center Director.  
Student complaints
  - a) not resolved by the instructor,
  - b) inappropriate for submission to instructor, or
  - c) referred to the Department Chair, Program Director, and/or Center Director, must be submitted by the student to the Department Chair, Program Director, and/or Center Director.
 If the nature of the complaint makes it inappropriate for the student to submit the complaint to the Department Chair, Program Director, and/or Center Director, then the student should submit the complaint to the Dean of the appropriate college or the Director of Student Success.
- c. Submission to Director of Student Success  
Students complaints
  - a) not resolved by the Department Chair, Program Director, and/or Center Director,
  - b) inappropriate for submission to instructor and Department Chair, Program Director, and/or Center Director, or
  - c) referred to the Director of Student Success, must be submitted by the student to the Director of Student Success.
- d. Submission to the Dean of the appropriate college  
Students complaints
  - a) not resolved by the Department Chair, Program Director, and/or Center Director,
  - b) (b) inappropriate for submission to instructor and Department Chair, Program Director, and/or Center Director, or
  - c) (c) referred to the Dean of the appropriate college, must be submitted by the student to the Dean of the appropriate college.
  - d) If the nature of the complaint makes it inappropriate for the student to submit the complaint to the Dean of the appropriate college, then the student should submit the

- complaint to the Vice President of Academic Affairs.
- e. Submission to the Vice President of Academic Affairs.  
Students complaints
  - a) not resolved by the Dean of the appropriate college,
  - b) inappropriate for submission to Dean of the appropriate college, or
  - c) referred to Vice President of Academic Affairs, must be submitted by the student to the Vice President of Academic Affairs.

#### *NON-ACADEMIC COMPLAINTS AND CONFLICT RESOLUTION*

- Student complaints and/or other problems relating to non-academic matters such as housing, financial aid, facilities, are handled through the Division of Student Services. All student complaints must be submitted in writing on the Student Complaint Record Form for Non-Academics. Students wanting to register a complaint should follow the procedures detailed in the current Faulkner University Student Handbook and outlined as follows:
1. Student Complaint Record Form for Non-Academics  
Students must complete the *Student Complaint Record Form: Non-Academic* and provide a written narrative describing the complaints and/or other problems relating to non-academic matters.
  2. Submission of Student Complaint Record Form: Non-Academic.
    - a. Submission to the Department Head, Program Director, and/or Center Director.  
Students should initially submit the Student Complaint Record Form to the relevant Department Head, Program Director, and/or Center Director. If the nature of the complaint makes it inappropriate for the student to submit the complaint to the Department Head, Program Director, and/or Center Director, then the student should submit the complaint to the Dean of Students or the Director of Student Success.



b. Submission to the Dean of Students


Students complaints (a) not resolved by the Department Head, Program Director, and/or Center Director, (b) inappropriate for submission to instructor and Department Head, Program Director, and/or Center Director, or (c) referred to the Dean of Students, must be submitted by the student to the Dean of Students. If the nature of the complaint makes it inappropriate for the student to submit the complaint to the Dean of the appropriate college, then the student should submit the complaint to the Vice President of Academic Affairs.

c. Submission to the Director of Student Success

Students complaints (a) not resolved by the Department Head, Program Director, and/or Center Director, (b) inappropriate for submission to Department Head, Program Director, and/or Center Director and Dean of Students, or (c) referred to the Director of Student Success, must be submitted by the student to the Director of Student Success.

d. Submission to Vice President of Student Services

Students complaints (a) not resolved by the Dean of Students, (b) inappropriate for submission to Dean of Students, or (c) referred to Vice President of Student Services, must be submitted by the student to the Vice President of Student Services.



**To be completed by Administrative Personnel:**

Describe action(s) taken by the instructor. \_\_\_\_\_ Date \_\_\_\_\_

Signature of Instructor \_\_\_\_\_ Date \_\_\_\_\_

Academic Student Complaint Form Revised 6 May 2008

Describe action(s) taken by the Department Chair, Program Director or Center Director, if applicable. \_\_\_\_\_

Signature of Department Chair, Program Director or Center Director Date Describe action(s) taken by the Director of Student Success, if applicable. \_\_\_\_\_

Signature of Director of Student Success \_\_\_\_\_ Date \_\_\_\_\_

Describe action(s) taken by the Dean of the appropriate college, if applicable. \_\_\_\_\_

Signature of Dean \_\_\_\_\_ Date \_\_\_\_\_

Academic Student Complaint Form Revised 6 May 2008

Describe action(s) taken by the Vice President of Academic Affairs, if applicable. \_\_\_\_\_

Signature of Vice President of Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

Describe the final resolution of the complaint. \_\_\_\_\_

Academic Student Complaint Form Revised 6 May 2008

**Student Complaint Record: Academic**

*Policy No. 1901*

*This form is designed to be completed by the Department Chair, Program Director, and/or Center Director. Its purpose is to provide a means for documenting student complaints in a manner that allows them to be systematically addressed.*

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Course Name and Number (if applicable) \_\_\_\_\_

Nature of Complaint: (Check all that apply.)

Inappropriate faculty conduct, instruction, materials, and/or assessment

Inappropriate faculty conduct

Faculty incompetence in oral or written communication

Inequities in assignments

Scheduling of class or exams at other than authorized and published times

Routinely canceling classes or dismissing students early

Deviation from syllabus

Failure to provide disability accommodations

Inequitable or inappropriate advising


Failure to communicate in a reasonable time frame: Unfair or inappropriate grading practices

University policies/procedures

Other (Provide specific details below.) \_\_\_\_\_

Provide a narrative to summarize the complaint. Use additional pages if needed. \_\_\_\_\_

Describe action(s) already taken by the student to resolve the matter (if applicable). \_\_\_\_\_



**To be completed by Administrative Personnel:**

Provide a narrative to summarize the complaint. Use additional pages if needed. \_\_\_\_\_

Describe action(s) already taken by the student to resolve the matter (if applicable). \_\_\_\_\_

*Note: If the nature of the complaint makes it inappropriate for the student to meet with the Department Head, Program Director, and/or Center Director, then the student should meet with the Dean of Students, Director of Student Success, or Vice President of Student Services.*

**To be completed by Administrative Personnel:**

Describe action(s) taken by the Department Head, Program Director or Center Director. \_\_\_\_\_

Signature of Department Head, Program Director or Center Director \_\_\_\_\_ Date \_\_\_\_\_

Describe action(s) taken by the Director of Student Success, if applicable. \_\_\_\_\_

Signature of Director of Student Success \_\_\_\_\_ Date \_\_\_\_\_

Describe action(s) taken by the Unit Head, if applicable. \_\_\_\_\_

Signature of Dean of Students \_\_\_\_\_ Date \_\_\_\_\_

Describe action(s) taken by the Vice President, if applicable. \_\_\_\_\_

Signature of Vice President \_\_\_\_\_ Date \_\_\_\_\_

Describe the final resolution of the complaint. \_\_\_\_\_

**Student Complaint Record: Non-Academic**

*Policy No. 1903*

*This form is designed to be completed by the Department Head, Program Director, Center Director, or Dean of Students. Its purpose is to provide a means for documenting student complaints in a manner that allows them to be systematically addressed.*

Student's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Nature of Complaint: (Check all that apply and then provide narrative statements.)

University employee conduct

Cafeteria/Grill services

University facilities

University housing

Career Placement Services

Financial Aid

Business Offices

Student employment/work study

Chapel

Computer/technology services and labs

Instructional Support Services

Learning Support Services

Library services

Bookstore services

Disability services/access/accommodations

Student activities and services

University policies/procedures

Personal safety and security\*

Other (Provide specific details below.) \_\_\_\_\_

## Legal Statements

The Faulkner University Graduate Catalog sets forth general academic policy and specific academic policy. The University also publishes a Student Handbook, along with supplementary publications for various programs.

While the provisions of this catalog will ordinarily be applied as stated, the University reserves the right to change any provision listed in this catalog including, but not limited to, academic requirements for graduation without actual notice to individual students. Every effort will be made to keep students advised of any such changes. Information on changes will be available in the Office of the Registrar and/ or the Office of the Vice President for Academic Affairs. It is important that each student be aware of his or her individual responsibility to keep apprised of current graduation requirements for the student's respective degree program.

All students must read and follow the rules and regulations as presented in the Student Handbook and such program specific supplementary handbooks as may be applicable. The handbooks contain the conduct regulations, penalties for failure to comply, grievance procedures, and a statement on student rights. Failure to follow the conduct regulations contained in the handbook can result in disciplinary action including suspension and expulsion from the University. The Student Handbook and such program specific supplementary handbooks as may be applicable, as they may be amended from time to time, are incorporated in this catalog by reference for all purposes.

Students agree that any and all claims (in tort, contract or otherwise) asserted by them against Faulkner University or its employees that arise in any way whatsoever out of their relationship with Faulkner as students or former students will be governed either by applicable Federal law or by the local laws (both decisional and statutory) of the State of Alabama, except that Alabama's choice of law

or conflict of laws provisions will not be applicable.

Students agree that any civil action they commence against Faulkner University or its employees that arise in any way whatsoever out of their relationship with Faulkner University as students or former students can be heard only by a state or federal court sited in Alabama.

Students agree to submit to the personal jurisdiction of the State of Alabama in the case of any civil action instituted against them by Faulkner University or its employees that arises in any way whatsoever out of their relationship with Faulkner as students or former students.

The Faulkner University Graduate Catalog, Student Handbook and other handbooks or guides are available on the University's website at [www.faulkner.edu](http://www.faulkner.edu).

## University-Student Agreement

### *Student Rights and Responsibilities*

Universities and colleges exist for the transmission of knowledge, skills, and dispositions for the general wellbeing of society. A key commitment of the University is to the preservation and perpetuation of the principles of a democratic society, individual freedom, a government of law, the American spirit of community service, and personal responsibility. As a Christian liberal arts university, Faulkner accomplishes this through open inquiry, investigation, and engagement to promote knowledge, professionalism, critical thinking, leadership, lifelong learning, and service to others. In this light, Faulkner University has established the following mission- and vision-driven student rights and responsibilities to create a caring Christian environment for the development of the whole person.

#### *Student Rights: Students have a right to:*

1. Learn in a caring Christian environment.
2. Participate in all areas and activities of the University, free from any form of discrimination on the basis of race, color, national or ethnic

origin, religion, sex, disability, age, or veteran status in accordance with applicable federal and state laws, except as otherwise permitted under federal or state law as a consequence of the University's religious mission and values.

3. Participate in a free exchange of ideas within the mission, vision, and core values of the University.
4. Personal privacy within the mission, vision, and core values of the University except as otherwise provided by the University's policies, regulations, or procedures and those provided by law.
5. Receive or access the University Catalog, Student Handbook, University Calendar or other relevant program handbooks via the University website ([www.faulkner.edu](http://www.faulkner.edu)).
6. Access modifications, enhancements, additions, or alterations to the materials listed in #5 above in a reasonable time frame via the University website ([www.faulkner.edu](http://www.faulkner.edu)).

*Student Responsibilities: Students have a responsibility to:*

1. Uphold the principles of personal and moral integrity contained within the Bible and exemplified by Christ.
2. Foster the creation of a caring Christian environment.
3. Foster the character traits of trustworthiness, respect, responsibility, fairness, caring, and citizenship within others and themselves.
4. Respect and observe the personal privacy of others within the mission, vision, and core values of the University, except as otherwise provided by the University's policies, regulations, or procedures and those provided by law.
5. Respect the rights and property of others, including other students, the faculty, the administration, the University and its vendors.
6. Recognize that student actions reflect upon the individuals involved and upon the entire university community.
7. Know, adhere to, and abide by the regulations, policies and procedures in the current University Catalog, Student Handbook, and relevant program handbooks.

8. Know the modifications, enhancements, additions, or alterations to the regulations, policies and procedures to the current University Catalog, Student Handbook, and relevant program handbooks posted on the University website ([www.faulkner.edu](http://www.faulkner.edu)).
9. Know the University calendar including critical events and deadlines.
10. Read and review all mail—electronic and otherwise—from the University.

### **Postsecondary Student Rights under Family Educational Rights and Privacy Act**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all educational institutions that receive funds under an applicable program of the U.S. Department of Education. FERPA affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.
2. The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. FERPA authorizes the disclosure of certain information about students in the absence of their consent. This information is known as "directory information" and includes the following: student's name, address, place of birth, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, and weight and height of athletes on an intercollegiate team sponsored by the University. By this provision students and parents are hereby given notice of the categories of information that the University has designated "directory information" and that such information will be provided without consent of either students or parents UNLESS the

parent, student or guardian informs the Registrar in writing that some or all of such information should not be released without their prior consent.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.
5. The right to obtain a copy of Faulkner University's student records policy. This policy is available in the Office of the Registrar.

### **Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973**

Faulkner University complies with Section 504 of the Rehabilitation Act of 1973 and the applicable provisions of the Americans with Disabilities Act of 1990. (The University considers itself a religious institution that falls within the exemption regarding public accommodation provisions that Title III of the ADA provides for such institutions.) Most campus buildings are equipped for and accessible to handicapped persons. The University provides reasonable accommodations to students with disabilities. New construction is in full compliance with the Act.

### **Nondiscrimination Statement**

Faulkner University does not discriminate on the basis of race, color, national or ethnic origin, age, gender, marital status, veteran status or disability in connection with its educational policies, admissions, financial aid, educational programs, or activities to those who meet its admission criteria and are willing to uphold its values as stated in the Conduct Regulations contained in the Student Handbook and relevant program handbooks. Faulkner University is a church-affiliated liberal arts institution committed to employing a highly qualified and diverse administration, faculty and staff, who reflect the University's religious traditions, values, affiliation, and purpose. Thus, the institution invites individuals affiliated with the Churches of Christ

to submit applications regardless of race, color, national or ethnic origin, age, gender, marital status, veteran status or disability. Faulkner University does not discriminate on the basis of race, color, national or ethnic origin, age, gender, marital status, or disability in connection with its employment practices. However, Faulkner University exercises a preference in employment for those qualified applicants who are members of the Churches of Christ, whose lifestyles are consistent with the mission of the University and with the beliefs and values of the Churches of Christ. The religious tenets followed by the University may also, in certain situations, limit or impact the employment of women in certain cases, for example, as teachers or professors in its College of Biblical Studies, except for a ladies Bible class. Based upon this commitment, Faulkner University follows the principle of nondiscrimination and operates within applicable federal and state laws prohibiting discrimination. As a recipient of federal financial assistance, Faulkner is required by Title IX of the Educational Amendments of 1972, as amended, not to discriminate on the basis of sex in its admissions policies, treatment of students, employment practices or educational programs except as required by religious tenets of the Churches of Christ. Faulkner has an Equal Opportunity Plan available upon request in the Office of Human Resources. Inquiries concerning the application of federal and state laws or regulations may be referred to the Office of Human Resources.

### **Athletic Participations Rates and Financial Support Data**

Information regarding Faulkner's athletic participation rates and financial support data is available to students, prospective students, and the public upon request. Copies of the report are available in the Athletic Director's Office.

### **Harassment on the Basis of a Protected Characteristic**

Harassment on the basis of any federal or state protected characteristic (race, color, sex, national origin, religion, age, disability)

will not be tolerated by the University. It subverts the mission of the University and threatens the careers, educational experience and well-being of students, faculty and staff. This catalog incorporates by reference as if fully set out herein the Harassment Policy of Faulkner University. Students who wish to make a complaint about discriminatory conduct on the basis of a protected characteristic, including harassment or sexual harassment, should file a complaint pursuant to the Student Complaints and Conflict Resolution policy set forth in the Student Handbook.

### **Smoking and Weapons**

Smoking or other use of tobacco on University properties or in University facilities and vehicles is prohibited. Faulkner University prohibits possession, use, and transportation on University properties of any dangerous or potentially dangerous weapons, including fixed-blade knives, shotguns, rifles, handguns, bows and arrows, crossbows, brass knuckles, air guns, swords, and fireworks or explosive devices.

### **Campus Security Policy and Campus Crime Statistics Act**

Faulkner University complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, which requires the compilation and dissemination of certain crime data and security. Campus Crime Statistics are posted on the University website.

## Faculty Contact Information



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## Tentative Class Schedules

*This schedule is provided for general planning purposes.  
Students must check for dates of their particular courses.*

<b>Term</b>	<b>Start week of</b>	<b>Finish week of</b>
<b>Fall 2017</b>	August 14	December 8
<b>Spring 2018</b>	January 8	May 3
<b>Summer 2018</b>	May 14	July 27
<b>Fall 2018</b>	August 13	December 14
<b>Spring 2019</b>	January 7	May 3
<b>Summer 2019</b>	May 16	July 27