

SEMINARY EXTENSION

A ministry of the Southern Baptist Convention, under the direction of the Council of Seminary Presidents of the six Southern Baptist seminaries, equipping God's people for Christian ministry around the world since 1951

CATALOG CURRENTLY UNDER REVISION FOR FALL 2011- SPRING 2012



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DETC

Seminary Extension is accredited by the Accrediting Commission of the Distance Education and Training Council.

The Distance Education and Training Council (DETC) has been the standard-setting agency for distance education institutions since it was established in 1926. Its founding purpose was, and still is today, “to foster and preserve high quality, educationally sound and widely accepted distance education and independent learning institutions.” The DETC has emerged as the leading national accrediting association in distance education, and its reputation for identifying reputable, high quality distance education institutions has made it world renown in the field of educational quality assurance.

For more information, contact DETC at:
DETC Accrediting Commission
1601 18th Street, N.W.
Washington, DC 20009-2529
Ph# 202-234-5100
<http://www.detc.org>

THEC

Seminary Extension is authorized by the Tennessee Higher Education Commission. This authorization must be renewed each year and is based on an evaluation by minimum standards concerning quality of education, ethical business practices, health and safety, and fiscal responsibility.

In order to view detailed job placement and graduation information on the programs offered by Seminary Extension, please visit www.state.tn.us/thec and click on the Authorized Institutions Data button.

Under its current procedures, the Tennessee Higher Education Commission at each quarterly meeting shall consider recommendations from the Commission staff and/or Postsecondary Education Institution Committee regarding all authorizations, awarding educational credentials (including authority to grant degrees) and any other matter at the request of the Commission's Executive Director.

No institution may solicit, recruit, award credentials or operate as a postsecondary educational institution until such authorization is granted by affirmative vote of the Commission.

Seminary Extension Mission Statement

The mission of Seminary Extension is to provide theological education and ministry training of excellent quality to church leaders and members where they live.

Our Faith Statement

The doctrinal/theological principles under which Seminary Extension operates are those set forth in the *2000 Baptist Faith and Message*. You may access a copy of this statement at seminaryextension.org (under General Information), or at sbc.net.

Should a different view be expressed in textbooks used with our courses, please know that it may not always reflect our doctrinal position.

Our Governance and Guidance

The Presidents of the six Southern Baptist seminaries comprise our governing board, officially named the Council of Seminary Presidents.

The chief academic officers of the six Southern Baptist seminaries, known as the Academic Council, comprise our curriculum committee, and offer guidance in areas of programs and courses.

Building and Facilities

Our offices are on the fifth floor of the Southern Baptist Convention Building in Nashville. The Southern Baptist Historical Library and Archives (also housed in our building) is incorporated with us under the Council of Seminary Presidents. Personnel of the Executive Committee, the Ethics and Religious Liberty Commission, and the Southern Baptist Foundation also share space with us in this building.

High Quality—Low Cost

Seminary Extension is completely self-supporting. By holding our expenses to the bare essentials, Seminary Extension is able to offer high quality courses at a low cost. We are committed to keeping our cost low so that cost does not become an insurmountable obstacle to individuals seeking theological education and ministry training.

History and Tradition of Seminary Extension

In the years following World War II, Southern Baptists became aware that many of their pastors had only limited formal education

for ministry. A denominational study committee reported in 1949 that less than one-third of Southern Baptist ministers had both college and seminary training. At that time, another third had not gone past high school. One of several recommendations from that committee called for the creation of a plan to benefit those “who cannot or, for any reason, do not attend some regular institution of learning.” The presidents of Southern, Southwestern, and New Orleans seminaries responded in December 1950 by voting to establish the Seminary Extension Department.

R. Lee Gallman, an Alabama pastor, was elected the first director of the program. Seminary Extension officially began operation in the Mississippi Baptist Building on June 15, 1951. Developing seminary type courses was Gallman’s first task. Among those first courses were some on the Old and New Testaments, homiletics, and Christian doctrine. The first students were enrolled for correspondence study. Extension centers were set up within the first year, however, and by the fall of 1952 they were operating in at least six states. By the time Gallman resigned in 1960, more than 3,000 students were enrolled.

Although not a part of the Southern Baptist Seminaries themselves, Seminary Extension has received support from the Seminaries throughout its existence. In fact, more than 90 percent of its operating budget in the earliest years came from the sponsoring seminaries. Seminary Extension no longer receives monetary support from the seminaries. However, their support is present in other ways. The six presidents of the Southern Baptist Convention seminaries constitute Seminary Extension’s governing board, and their chief academic officers make up our academic council. Numerous faculty members from all of the seminaries have, and continue, to write Seminary Extension courses.

North Carolina pastor, Ralph A. Herring, became director in 1961, serving until 1968. Under his leadership the number of course offerings continued to expand, and in 1963 the offices were moved from Jackson, MS to Nashville, Tennessee, to the Southern Baptist Convention Building. Seminary Extension experienced continuous growth through the decade of the 1970s.

Raymond M. Rigdon became director in 1969. He concentrated on upgrading the quality of the courses while continuing to expand the

curriculum. A major step during his administration was gaining accreditation for the correspondence program through the National Home Study Council, (now known as the Distance Education and Training Council). We have been accredited through DETC since 1972.

From 1981 to 1990, Seminary Extension was part of the Seminary External Education Division. A new Seminary Studies Department offered master's level courses at up to seven sites around the country. Those off-campus programs were placed under the administration of individual seminaries in 1990, and the new department and division were dissolved.

Doran C. McCarty, a former faculty member at Midwestern Seminary, The Southern Baptist Seminary, and Golden Gate Baptist Theological Seminary, served as executive director of Seminary Extension from August 1, 1988 through December 31, 1996. Under his leadership, Seminary Extension expanded to about 450 centers and served over 6,000 students in the United States and abroad.

W. Edward Thiele, a professor from New Orleans Seminary, assumed the role of executive director on January 1, 1997. Under his leadership, Seminary Extension approached the new millennium, and its fiftieth anniversary, with a goal of reaching students through new methodologies, strategies, and delivery systems.

William E. Vinson, a professor at Southwestern Seminary and its Director of Undergraduate and Lay Theological Studies became the director in August 2001. He placed Seminary Extension on a sound financial footing and then used the vehicle to extend sound theological education around the world.

With the retirement of Dr. Vinson in May 2007, the Council of Seminary Presidents chose Randal A. Williams as Seminary Extension's new director. His goal is to continue to offer the excellent theological education and ministry training that Southern Baptists have come to expect. To accomplish this goal, Seminary Extension has revised and repackaged its curriculum.

Tradition of Service

Seminary Extension's learning resources are rooted in a deep reverence for the Bible as the divinely inspired Word of God and the authoritative guide for human conduct. Seminary Extension's interpretation of God's Word is in keeping with the *2000 Baptist Faith and Message*. Its curriculum and resources grow out of the conviction that God expects Christians to search the Scriptures with open and inquiring minds in order to know and follow God's will. Therefore, Seminary Extension designs its courses to assist Christians in the serious academic study of the Bible and its teachings in order that they may become effective in Christian ministry.

A Letter from the Director



Baptists face many challenges today. I believe that one of the greatest is biblical illiteracy. This is not a new problem, but it continues to grow. I am also convinced that churches are generally an accurate reflection of their pastors and leaders. When leaders believe that theological education and training for better service is important, then their churches generally follow their lead. In 1949, statistical data showed that a large percentage of the pastors in the Southern Baptist Convention did not have any seminary training. This was not necessarily by choice. Many of them recognized the value of theological and ministry training, but were simply unable to attend a traditional institution for higher learning. Although many of these men were certainly not biblically illiterate, they were often ill-equipped for doing ministry and teaching others how to do the same. That meant that many of the volunteer servant/leaders within the church, such as Sunday School leaders/teachers, deacons, musicians and so on, were also struggling to do the ministry to which God had called them. Miraculously, God used and continues to use His willing servants in marvelous ways. The church must not, however, simply continue in its present state as if God receives more glory when His work is done by uneducated, but faithful, servants. Simply put, that would be a misapplication of Paul's words in 2 Corinthians 12:10: "Therefore I am well content with

weaknesses . . . for when I am weak, then I am strong (NAU).” To give our best to God, we must be both well educated and faithful. Although God has not abandoned His work, we have not been relieved of our responsibility to be disciplined in our study or faithful in our service so that we can better know and serve Him.

In 2 Timothy 2:15, Paul reminds Timothy and, by implication, believers of all ages that we are to study God’s word so that it may be rightly applied to our lives. Study and application of this kind means that believers must do more than simply read God’s word. They are to drink deeply from it for life, refreshment, and service. Commitment to the in-depth study of God’s word is strengthened when men and women are guided by gifted teachers.

Southern Baptists recognized the importance of such guidance long ago. In 1951, the Southern Baptist Convention responded to the need for more opportunities for theological education and ministry training by establishing Seminary Extension. Since that time, Seminary Extension has provided an affordable and effective vehicle for delivering off-campus theological education and ministry training opportunities for pastors and other church servants alike.

The goal of Seminary Extension is to provide an opportunity for biblically accurate theological education and ministry training to every interested believer. We do not seek to replace a seminary education, but focus on those who cannot for any reason attend a seminary. Our courses are biblical and reflect the values and theology of the Southern Baptist Convention, as they are stated in the *2000 Baptist Faith and Message*. To meet our goal, Seminary Extension delivers quality education using as many methods as possible. For instance, many students take courses in a local classroom provided by state/associational offices or churches. Students may also complete the courses through written correspondence, or through a web-enabled version on the Internet.

Biblical illiteracy is not the only challenge faced by the church today. However, I believe that it is one of the greatest. At Seminary Extension, we are dedicated to educating and training men and women in order to increase their love for God and their service to Him.

Types of Seminary Extension Courses

Seminary Extension offers two types of courses, Level One and Level Two.

Level One Courses

These courses do *not* carry transferable credit. Level One series courses may only be used in our Certificate in Church Work program. Students may *not* use them toward our diploma programs.

Level One courses are designed to help ministers and other church members in the practical areas of Bible study and Christian ministry. Students who prefer easy-to-read materials will find these courses especially helpful. These courses are also beneficial for individuals for whom English is a second language. Although dealing with adult concepts, each course is written on a simplified reading level. For most of these courses, a study guide is the only textbook (BS 10, BS 11, BS 15 and BS 16 are exceptions, using the Bible and sharing the same textbook for all four). No written tests are required. There are a couple of options for taking these courses. Many are available through Southern Baptist churches, state and associational offices. All Level Ones courses may be taken directly with Seminary Extension by independent study. We have provided a description of these courses under the Catalog heading “Level One Courses.”

Level Two Courses

More than sixty courses are included in this series. These courses are ideally suited for persons who have completed at least their high school diploma but have been unable to continue their education. Individuals may enroll without a high school diploma, GED, or equivalent but courses taken cannot be applied toward a Seminary Extension certificate or a diploma and these courses cannot transfer to other institutions.

Level Two courses successfully completed by students with a high school diploma or equivalent *may* be transferred to other institutions. (*For more information on this topic, consult the section entitled “SE Policies, Transcripts” in this catalog.*) Although many institutions have accepted credits earned through Seminary Extension, we must inform you that no institution is required to do so. If you intend to transfer Seminary Extension credits in the future, you should contact any school to which you intend to

transfer credit before enrolling in a Seminary Extension course.

Level Two courses provide excellent learning opportunities for all church members, including volunteer or laypersons, bivocational and fully-compensated ministers, and individuals who are simply interested in personal spiritual growth. In fact, some of our students are seminary graduates who find these courses helpful as refresher studies as they minister. Most Level Two courses are available for study at either extension centers or through independent study. Some Level Two courses are also available as web-enabled courses.

Methods of Study

For your convenience, Seminary Extension offers several methods of study: Group study, Self-directed Independent Study (correspondence), and web-enabled (Internet). Groups that study together set their own schedules. Seminary Extension sets the schedules for web-enabled classes (see the description below). Correspondence students set their own schedules for study.

Group or Classroom Study (Local Opportunities)

Many SBC state and local associational offices recognize the value of Seminary Extension training and offer to help students in their areas by providing a classroom setting for completing Seminary Extension courses. In this option, you study with friends and neighbors in a classroom setting under the guidance of a Seminary Extension approved teacher using Seminary Extension materials. Call us or visit our website for locations and contact information.

Self-directed Study (correspondence)

This method is the foundation for all Seminary Extension courses. Using this method, students study in their own setting via correspondence with a qualified instructor. Once you order your materials from Seminary Extension, we assign you an instructor, and you simply study at your own pace.

Web-enabled (Internet) Study

Web-enabled versions of our text-based courses are available as an interactive distance learning option. These courses are offered on a semester system. These classes are offered 3 times per calendar year beginning on the 3rd Monday in January, May, and August. An additional \$60.00 administrative fee is added to the cost of these

classes. Please see our website, www.seminaryextension.org, or call us at (800) 229-4612 for the latest information on courses offered, registration dates, and prices.

Seminary Extension Programs

Seminary Extension is more than a program centered educational organization. We promote the concept that Christians should be life-long learners. Therefore, we encourage students to take as many individual courses as they desire. Rather than working toward a specific Certificate or Diploma, many of our students take individual courses as they are currently applicable to them. Others find it helpful to work toward a specific goal. In order to help our students toward a life-long commitment of study, we currently offer eight programs as incentives.

Certificate Programs

We designed our certificates to enhance the biblical and theological knowledge of our students while emphasizing immediate, practical, and active application. Whether our students complete one course or a program of courses, we believe that their lives and ministries will be enriched through the process.

One of our ministry goals is to equip and lead students toward personal growth for the benefit of the local church. To achieve this goal, Seminary Extension offers certificate programs in the following areas: Church Work; Bivocational Ministry; Lay Ministry Training; and Women's Ministry.

Program requirements for each are listed below.

Certificate in Church Work

Requirements are:

Students simply choose six courses from our Level One curriculum. Courses used to earn a certificate in this program do not carry transferable credit. Students may complete this program as many times as they like, earning a certificate in Church Work each time. However, courses used to earn one certificate in Church Work may not be used to earn additional certificates. *You will find individual course descriptions for this program under the Catalog heading "Level One Courses."*

Certificate in Bivocational Ministry

Students may complete this certificate program by completing the requirements below. *You will find the individual course descriptions for this program listed under “Level Two Courses.”*

Students must complete the following core courses:

BB 100 How to Understand the Bible
OT 103 Old Testament Survey, Part I
OT 104 Old Testament Survey, Part II
NT 166 New Testament Survey, Part I
NT 167 New Testament Survey, Part II
TH 200 Systematic Theology

Students must choose 2 courses from the following list:

GM 500 Formation for Ministry
GM 501 Disciplines of Discipleship
GM 560 The Practice of Ministry
GM 565 The Bivocational Pastor
PM 254 Public Worship
PM 255 Evangelism
PM 257 Contemporary Christian Preaching
PM 258 Pastoral Ministry in a Small Church
PM 259 Pastoral Ministries
PM 351 Pastoral Care

Certificate in Lay Ministry Training

Students may complete this certificate program by completing the requirements below. *You will find individual course descriptions for this program under the Catalog heading “Level Two Courses.”*

Students must complete the following core courses:

BB 100 How to Understand the Bible
OT 103 Old Testament Survey, Part I
OT 104 Old Testament Survey, Part II
NT 166 New Testament Survey, Part I
NT 167 New Testament Survey, Part II
TH 200 Systematic Theology

Students must choose 2 courses from the following list:

CE 232 Marriage and Family
CE 233 Women Leading Women (course for women)
GM 500 Formation for Ministry

GM 501 Disciplines of Discipleship
PM 254 Public Worship
PM 255 Evangelism
PM 351 Pastoral Care
RE 260 Educational Ministry in the Church
RE 264 Dynamics of Teaching
RE 267 Church Weekday Early Education

Certificate in Women's Ministry

Students may complete this certificate program by completing the requirements below. *You will find individual course descriptions for this program under the Catalog heading "Level Two Courses."*

Students must complete the following 3 core courses:

BB 100 How to Understand the Bible
CE 233 Women Leading Women
TH 200 Systematic Theology

Students must choose 2 courses from the following list:

NT 166 New Testament Survey, Part I
NT 167 New Testament Survey, Part II
OT 103 Old Testament Survey, Part I
OT 104 Old testament Survey, Part II

Students must choose 3 courses from the following list:

CE 232 Marriage and Family
CM 271 Leading a Music Ministry in a Small Church
CM 273 Music for Children in the Church
GM 500 Formation for Ministry
GM 501 Disciplines of Discipleship
GM 560 The Practice of Ministry
PM 254 Public Worship
PM 255 Evangelism
RE 260 Educational Ministry in the Church
RE 262 Childhood Education in the Church
RE 264 Dynamics of Teaching
RE 267 Church Weekday Early Education

Diploma Programs

Seminary Extension Diploma Programs are our primary programs. They require the greatest commitment, offer the greatest amount of flexibility, and are said by our students to offer the greatest satisfaction. Students who complete these programs are well-rounded and well-prepared for ministry.

Students who enroll in these programs are seeking in-depth theological and specialized ministry training by taking Level Two courses. These programs require a 16 course commitment, but allow some flexibility in that each program includes a variety of options.

Seminary Extension currently offers four diploma programs. Students may complete the following diploma programs based on the requirements listed below. *You will find individual course descriptions for these programs under the Catalog heading “Level Two Courses.”*

Diploma in Biblical Studies

Students must take the following core courses:

- BB 100 How to Understand the Bible
- NT 166 New Testament Survey, Part I
- NT 167 New Testament Survey, Part II
- OT 103 Old Testament Survey, Part I
- OT 104 Old Testament Survey, Part II

Students must choose 7 from the following list:

- BB 102 Biblical Backgrounds
- NT 171 Mark
- NT 172 Luke
- NT 175 Romans
- NT 176 I Corinthians
- NT 177 Galatians
- NT 179 Philippians, Colossians & Philemon
- NT 181 I & II Thessalonians
- NT 182 I & II Timothy
- NT 187 James
- NT 189 I, II, III John
- NT 190 Revelation
- NT 270 Matthew
- NT 273 John
- NT 274 Acts

OT 125 Isaiah
OT 132 Amos
OT 133 Nehemiah
OT 206 Genesis, Part I
OT 207 Exodus
OT 226 Jeremiah

Students must choose 4 courses from the following list:

CE 231 Introduction to Christian Ethics
CE 232 Marriage and Family
CE 232 Women Leading Women (course for women)
CH 211 History of Christianity
CH 212 History of Christian Thought
CH 313 Southern Baptist Heritage
GM 500 Formation for Ministry
GM 501 Disciplines of Discipleship
GM 560 The Practice of Ministry
GM 565 The Bivocational Pastor
MS 222 Survey of Baptist Missions
MS 223 Contemporary World Religions
PM 254 Public Worship
PM 255 Evangelism
PM 258 Pastoral Leadership in a Small Church
PM 257 Contemporary Christian Preaching
PM 259 Pastoral Ministry
PM 351 Pastoral Care
RE 260 Educational Ministry in the Church
RE 262 Childhood Education in the Church
RE 264 Dynamics of Teaching
RE 265 Working with Youth in the Church
RE 267 Church Weekday Early Education
TH 200 Systematic Theology
TH 201 New Testament Theology

Diploma in Educational Ministries

Students must take the following core courses:

BB 100 How to Understand the Bible
CH 211 History of Christianity
GM 500 Formation for Ministry
RE 260 Educational Ministry in the Church
RE 262 Childhood Education in the Church
RE 264 Dynamics of Teaching

RE 265 Working with Youth in the Church
TH 200 Systematic Theology

Students must choose 5 courses from the following list:

BB 102 Biblical Backgrounds
NT 166 New Testament Survey, Part I
NT 167 New Testament Survey, Part II
NT 171 Mark
NT 172 Luke
NT 175 Romans
NT 176 I Corinthians
NT 177 Galatians
NT 179 Philippians, Colossians & Philemon
NT 181 I & II Thessalonians
NT 182 I & II Timothy
NT 187 James
NT 189 I, II, III John
NT 190 Revelation
NT 270 Matthew
NT 273 John
NT 274 Acts
OT 103 Old Testament Survey, Part I
OT 104 Old Testament Survey, Part II
OT 125 Isaiah
OT 132 Amos
OT 133 Nehemiah
OT 206 Genesis, Part I
OT 207 Exodus
OT 226 Jeremiah

Students must choose 3 courses from the following list:

CE 231 Introduction to Christian Ethics
CE 232 Marriage and Family
CE 233 Women Leading Women (course for women)
CH 212 History of Christian Thought
CH 313 Southern Baptist Heritage
GM 501 Disciplines of Discipleship
GM 560 The Practice of Ministry
GM 565 The Bivocational Pastor
MS 222 Southern Baptist Missions
MS 223 Contemporary World Religions
PM 254 Public Worship

PM 255 Evangelism
PM 351 Pastoral Care
TH 201 New Testament Theology

Diploma in Ministries/Pastoral Education

Students must take the following 2 core courses:

BB 100 How to Understand the Bible
GM 500 Formation for Ministry

Students must take 3 courses from the following list:

BB 102 Biblical Backgrounds
NT 166 New Testament Survey, Part I
NT 167 New Testament Survey, Part II
NT 171 Mark
NT 172 Luke
NT 175 Romans
NT 176 I Corinthians
NT 177 Galatians
NT 179 Philippians, Colossians & Philemon
NT 181 I & II Thessalonians
NT 182 I & II Timothy
NT 187 James
NT 189 I, II, III John
NT 190 Revelation
NT 270 Matthew
NT 273 John
NT 274 Acts
OT 103 Old Testament Survey, Part I
OT 104 Old Testament Survey, Part II
OT 125 Isaiah
OT 132 Amos
OT 133 Nehemiah
OT 206 Genesis, Part I
OT 207 Exodus
OT 226 Jeremiah

Students must take 1 course from the following list:

CE 231 Introduction to Christian Ethics
TH 200 Systematic Theology
TH 201 New Testament Theology
TH 302 Philosophy of Religion
MS 223 Contemporary Religions

Students must take 1 course from the following list:

CH 211 History of Christianity
CH 212 History of Christian Thought
CH 313 Southern Baptist Heritage

Students must take 1 course from the following list:

CD 390 How to Plant a Church
RE 260 Educational Ministry in the Church
RE 262 Childhood Education in the Church
RE 264 Dynamics of Teaching
RE 265 Working with Youth in the Church

Students must take 4 courses from the following list:

GM 501 Disciplines of Discipleship
GM 565 The Bivocational Pastor
PM 254 Public Worship
PM 255 Evangelism
PM 257 Contemporary Christian Preaching
PM 258 Pastoral Leadership in a Small Church
PM 259 Pastoral Ministry
PM 351 Pastoral Care
CE 232 Marriage and Family

Students must take 4 additional courses from the previously listed courses for this program:

Students are encouraged to take these elective courses based on their particular and relevant needs.

Diploma in Theological Foundation

Seminary extension offers this Program in order to encourage students to continue their education. As stated in the introduction of our programs, Seminary Extension promotes the idea that Christians should be students for life. As a part of our commitment to this idea, we are pleased to offer a program that rewards students for their continued efforts in theological education and ministry training. In order to earn this diploma, students must already have a diploma from Seminary Extension or must have completed something equivalent to or greater than our diploma at another accredited institution. Once enrolled, students must take an additional 16 courses from our Level Two curriculum. These courses should be selected in consultation with Seminary Extension staff.

General Objectives of Curriculum Areas

We have written the overall learning objectives of our courses in light of our purpose statement. These objectives aid curriculum planners and writers in developing and evaluating the curriculum design and course materials. Finally, we have organized our courses into areas of study typically found in standard theological and ministry curricula.

LEVEL TWO COURSES

Our level two curriculum is designed to challenge students with the academics of a college course while maintaining a deliberate focus on relevant and immediate application. Although these courses may be used for the completion of one of our certificates or diplomas, each is designed to stand alone.

Biblical Studies Curriculum

Our prayer is that students studying in the Biblical Studies area will do the following:

- (1) Seek, with growing interest and devotion, to understand God's revelation through His Word, and then to respond in faith, love, and obedience
- (2) Gain increasing understanding of the facts and truths recorded in the Bible, and then to recognize the relationship of these facts and truths to each other in light of the total biblical revelation
- (3) Develop a sound understanding of and appreciation for the nature of the Bible and the ways in which an infinite God used finite human beings to record His Word
- (4) Develop understanding and skills needed to interpret the Bible in the light of sound biblical scholarship
- (5) Learn to select, and use effectively in Bible study, resource materials such as lexicons, concordances, dictionaries, encyclopedias, and commentaries

Total course cost does not include shipping and handling. This fee is based on the total cost of the student's order at the time of shipping. For this fee, see the shipping and handling chart under the Catalog heading "Fees and Charges." Students must add this fee to the total after calculating the total cost of individual courses and textbooks chosen.

BB 100—HOW TO UNDERSTAND THE BIBLE **3 hours**

An introduction to the doctrinal, historical, and literary nature of the Bible and other general questions involved in reading the Bible with understanding. The course also deals with the authority, purpose, and message of the Bible; the history reflected in the Old Testament; and principles of biblical interpretation.

40 Questions About Interpreting the Bible, Robert L. Plummer, ISBN: 978-0-8254-3498-3, \$17.99

Course Cost for Independent Study Students with books -- \$161.99

Course Cost for Independent Study Students without books --\$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BB 102—BIBLICAL BACKGROUNDS **2 hours**

A study of biblical events from the time of the patriarchs of the Old Testament to the era of the apostolic church; the world of the Bible in its historical context; and political, social, and economic factors which influenced the people of the Bible.

Textbook: *Holman Bible Atlas*, Thomas Brisco, ed., ISBN: 978-1-5581-9709-1, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 166—NEW TESTAMENT SURVEY, PART I **3 hours**

A survey of the historical and cultural background of the New Testament, along with the life, ministry, and teachings of Jesus. The course also covers the process by which the gospels were written and explores the similarities among the synoptic gospels and the uniqueness of the Gospel of John. Also covered are the authorship, purpose and content of the book of Acts.

Textbooks: *Introducing the New Testament*, Joe Blair, ISBN: 978-0-8054-2123-1, \$29.99

The New Testament, Its Background and Message, 2nd ed., Thomas D. Lea and David Alan Black, ISBN: 978-8054-2632-8, \$34.99

Course Cost for Independent Study Students with books -- \$208.98

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 167—NEW TESTAMENT SURVEY, PART II **3 hours**

A survey of all the epistles of the New Testament, from Romans through Revelation. Included are the general epistles of the apostle Paul, his pastoral epistles, and the general epistles.

Textbooks: *Introducing the New Testament*, Joe Blair, ISBN: 978-0-8054-2123-1, \$29.99

The New Testament, Its Background and Message, 2nd ed., Thomas D. Lea and David Alan Black, ISBN: 978-8054-2632-8, \$34.99

Course Cost for Independent Study Students with books -- \$208.98

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 270—MATTHEW **2 hours**

An overview of the Gospel of Matthew, focusing on the purpose of the Gospel, the major events in the life of Jesus, and the teachings of this gospel on faith, salvation, and the Christian life.

Textbooks: *Holman New Testament Commentary: Matthew, Vol. 1*, Stuart Weber, ISBN: 978-0-8054-0201-8, \$19.99

The New American Commentary: Matthew, Vol. 22, Craig L. Blomberg, ISBN: 978-0-8054-0122-6, \$29.99

Course Cost for Independent Study Students with books -- \$160.98

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 171—MARK **2 hours**

This course provides an overview of the Gospel of Mark, focusing on its relationship to the other gospels, its purpose, and relevance.

Textbook: *The New American Commentary: Mark, Vol. 23*, James A. Brooks, ISBN: 978-0-8054-0123-7 \$29.99.

Course Cost for Independent Study Students with books -- \$134.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 172—LUKE**3 hours**

This course focuses on the authorship, characteristics, and content of the Gospel of Luke.

Textbook: *The New American Commentary: Luke, Vol. 24*, Robert H. Stein, ISBN: 978-0-8054-0124-5, \$29.99

Holman New Testament Commentary: Luke, Vol. 3, Trent C. Butler, ISBN: 978-0-8054-0203-9, \$19.99

Course Cost for Independent Study Students with books -- \$193.98

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 273—JOHN**2 hours**

A study of the Gospel of John, showing its unique approach and themes in contrast to the Synoptic Gospels (Matthew, Mark, and Luke).

Textbook: *Encountering John*, Andreas J. Kostenberger, ISBN: 978-0-8010-2603-4, \$28.99

Course Cost for Independent Study Students with books -- \$139.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 274—ACTS**2 hours**

A study of the book of Acts, which is Luke's account of how Christianity overcame various obstacles to spread throughout the Roman world during the first Christian century.

Textbook: *The New American Commentary: Acts, Vol. 26*, John B. Polhill, ISBN: 978-0-8054-0126-4, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 175—ROMANS**2 hours**

A study of the book of Romans in which the writer tries to put Paul's thoughts in language that can be more easily understood today. The basic objective is to gain an understanding of Paul's exposition of salvation by faith.

Textbook: *Tyndale Commentary: Romans*, F. F. Bruce, ISBN: 978-0-8308-4236-0, \$16.00

Course Cost for Independent Study Students with books -- \$127.00

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 176—FIRST CORINTHIANS 2 hours

A study of Paul's first letter to the church at Corinth.

Textbook: *Tyndale New Testament Commentary: 1 Corinthians*, Leon Morris, ISBN: 978-0-8308-4237-7, \$16.00

Course Cost for Independent Study Students with books -- \$127.00

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 177—GALATIANS 2 hours

An exposition of the major truths of Paul's letter to the Galatians.

Textbook: *Tyndale Commentary: Galatians*, R. Alan Cole, ISBN: 978-0-8308-4239-1, \$16.00

Course Cost for Independent Study Students with books -- \$127.00

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 179—PHILIPPIANS, COLOSSIANS and PHILEMON 2 hours

A study of Paul's letters to the Philippian and Colossian Christians and to Philemon.

Textbook: *The New American Commentary: Philippians, Colossians, and Philemon, Vol. 32*, Richard R. Melick, Jr., ISBN: 978-0-8054-0132-5, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 181—1 & 2 THESSALONIANS 2 hours

A study of Paul's first and second epistles to the Thessalonians,

focusing on the key messages of these New Testament books.

Textbook: *The New American Commentary: 1st and 2nd Thessalonians*, Vol. 33, D. Michael Martin, ISBN: 978-0-8054-0133-2, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 182—1 & 2 TIMOTHY

2 hours

A study of the letters Paul wrote to Timothy often called the "Pastoral Epistles." These letters provide tremendous insight into the life of a man whose concern, until the day he left this earth, was others.

Textbook: *The New American Commentary: 1st and 2nd Timothy*, Vol. 34, Thomas D. Lea and Hayne P. Griffin, ISBN: 978-0-8054-0134-9, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 187—JAMES

2 hours

A study of the authorship, background, and teachings of the epistle of James in the New Testament.

Textbook: *New American Commentary: James*, Vol. 36, Kurt A. Richardson, ISBN: 978-0-8054-0136-9, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 189—1, 2 & 3 JOHN

2 hours

A study of the epistles of John, listing key themes of belief, obedience, love and warnings against false teachers.

Textbook: *New American Commentary: 1st, 2nd, and 3rd John*, Vol. 38, Daniel L. Akin, ISBN: 978-0-8054-0138-7, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

NT 190—REVELATION

2 hours

A study of the background, authorship, and teachings of the book of Revelation.

Textbooks: *The Book of the Revelation*, Robert H. Mounce, ISBN: 978-0-8028-2537-7, \$50.00

Holman New Testament Commentary, Vol. 12, Kendell H. Easley, ISBN: 978-0-8054-0212-4, \$19.99

Course Cost for Independent Study Students with books -- \$180.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

OT 103—OLD TESTAMENT SURVEY, PART I

3 hours

A survey of: the historical and cultural background of the Old Testament; the books of the Pentateuch (Genesis through Deuteronomy); and the books known as the Former Prophets (Joshua, Judges, 1 and 2 Samuel, and 1 and 2 Kings).

Textbooks: *Old Testament Survey, 2nd ed.*, Paul R. House and Eric Mitchell, ISBN: 978-0-8054-4036-2, \$39.99

A Survey of the Old Testament, 3rd ed., Andrew E. Hill and John H. Walton, ISBN: 978-0-310-28095-8, \$49.99

Course Cost for Independent Study Students with books -- \$233.98

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

OT 104—OLD TESTAMENT SURVEY, PART II

3 hours

A survey of all the prophetic books of the Old Testament (Isaiah through Malachi) as well as miscellaneous books known as the Writings (Psalms, Job, Proverbs, Ruth, Song of Songs, Ecclesiastes, Lamentations, Esther, Daniel, Ezra, Nehemiah, and 1 and 2 Chronicles).

Textbooks: *Old Testament Survey*, 2nd ed., Paul R. House and Eric Mitchell, ISBN: 978-0-8054-4036-2, \$39.99

A Survey of the Old Testament, Andrew E. Hill and John H. Walton, ISBN: 978-0-310-28095-8, \$49.99

Course Cost for Independent Study Students with books -- \$233.98

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

OT 206—GENESIS, PART I

2 hours

A study of the beginning of life, sin, judgment, and redemption, revealing a God who speaks to us and invites us to walk with Him.

Textbook: *The New American Commentary: Genesis, Vol. 1A*, Kenneth A. Mathews, ISBN: 978-0-8054-0101-1, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

OT 207—Exodus

2 hours

A study of the historical, biblical, textual, canonical, and theological details of the book of Exodus, with an emphasis on its application to the Christian life today.

Textbooks: *The New American Commentary: Exodus, Vol. 2*, Douglas Stuart, ISBN: 978-0-8054-0102-8, \$32.99

Old Testament Survey 2nd Edition, Paul R. House and Eric Mitchell, ISBN: 978-0-8054-4036-2, \$39.99

Course Cost for Independent Study Students with books -- \$183.98

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

OT 125—ISAIAH

2 hours

A study of the book of Isaiah and its author—the prophet Isaiah.

Textbooks: *Isaiah: The Prophecy of Isaiah, An Introduction & Commentary*, J. Alec Motyer, ISBN: 978-0-83084-220-9, \$16.00
Holman Commentary: Isaiah, Vol. 15, Trent C. Butler, ISBN: 978-0-8054-9473-0, \$19.99

Course Cost for Independent Study Students with books -- \$146.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

OT 226—JEREMIAH

3 hours

A study of Jeremiah, the prophet and book.

Textbook: *The New American Commentary: Jeremiah, Vol. 16, F. B. Huey, Jr., ISBN: 978-0-8084-0116-5, \$29.99*

Course Cost for Independent Study Students with books -- \$173.99

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

OT 132—AMOS

3 hours

A study of the life and times of the prophet Amos and his message of judgment to the Northern Kingdom of Israel.

Textbooks: *Tyndale Old Testament Commentary: Joel and Amos, David Allan Hubbard, ISBN: 978-0-8308-4225-4 \$16.00*

The New American Commentary: Amos, Vol. 19B, Billy K. Smith and Frank S. Page, ISBN: 978-0-8054-0142-4, \$29.99

Course Cost for Independent Study Students with books -- \$189.99

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

OT 133—NEHEMIAH

2 hours

A course on the life and message of Nehemiah for application by modern Christians.

Textbook: *The New American Commentary: Nehemiah, Vol. 10, Mervin Breneman, ISBN: 978-0-8054-0110-5, \$29.99*

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

Ethics-History-Theology Curriculum

Objectives for courses listed in this area are listed below. These courses will help students to:

(1) Develop a valid system of personal beliefs about God and His

relationship to mankind

(2) Gain increasing ability, with God's help, to demonstrate in daily life the meaning and reality of the theological truths which are professed

(3) Express genuine Christian love for persons who have religious beliefs different from one's own and to gain some understanding and appropriate appreciation for the religious beliefs which these persons hold

(4) Discover appropriate meanings and values in Christian history

(5) Understand ways in which God has worked in human history and continues to work today

(6) Gain increasing understanding of important personalities, events, and movements which have influenced the course of Christian history

(7) Learn to test Christian principles and practices in the light of past and current events

(8) Learn to evaluate contemporary problems and issues in the light of their historical settings and biblical insights

CE 231—INTRODUCTION TO CHRISTIAN ETHICS 3 hours

A study of the ethical principles of the Bible and Christian responsibility in contemporary society, focusing on such issues as human sexuality, economics, human relations, politics, abortion, euthanasia, world hunger, capital punishment, and medical issues. One unit deals with ethical decision making.

Textbook: Ethics for a Brave New World, John S. Feinberg, and Paul D. Feinberg, 2nd edition, ISBN: 978-1-58134-712-8, \$35.00

Course Cost for Independent Study Students with books -- \$179.00

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

CH 211—HISTORY OF CHRISTIANITY 3 hours

A study of the history of Christianity from New Testament times until the modern era. The course focuses on the great movements and heresies in Christian history as well as other factors which have influenced Christianity.

Textbooks: A Summary of Christian History, 3rd ed., by Robert Baker, and edited by John Landers, ISBN: 978-0-8054-3288-6, \$34.99

Catholicism Today, Matthew Kohmescher, ISBN: 978-8091-3873-5, \$10.95

The Anabaptist Story, William Estep, ISBN: 978-0-8028-0886-7, \$24.00

Course Cost for Independent Study Students with books -- \$213.94

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

CH 212—HISTORY OF CHRISTIAN THOUGHT 3 hours

A survey of historical theology from the beginning of Christian history through the English Reformation, with chief attention given to historical documents. An amplified guide treats material from the Baptist perspective.

Textbooks: *Documents of the Christian Church*, 3rd ed., Henry Bettenson and Chris Maunder, ISBN: 978-0-1928-8071-0, \$2995
Four Great Reformation Leaders, John D. Woodbridge, ISBN: 978-0-8024-9076-X, \$6.99

Course Cost for Independent Study Students with books -- \$180.94

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

CH 313—SOUTHERN BAPTIST HERITAGE 2 hours

An overview of Baptist history, with emphasis on Southern Baptists, and a review of important Baptist doctrines.

Textbooks: *The Baptist and the Bible*, L. Russ Bush and Tom J. Nettles, ISBN: 978-0-8054-1832-6, \$31.99

Teaching Truths, Training Hearts, Tom J. Nettles, ISBN: 978-1-8797-3738-0, \$26.99

Course Cost for Independent Study Students with books -- \$169.98

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

MS 222—SURVEY OF BAPTIST MISSIONS 2 hours

A study of the biblical basis of missions, the history of Christian missions, and how Baptists have worked together to confront the challenge of world evangelization.

Textbook: *A Mission People*, M. Wendell Belew, ISBN: 978-0-8054-6345-3, \$19.99

Course Cost for Independent Study Students with books -- \$130.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

MS 223—CONTEMPORARY WORLD RELIGIONS 3 hours

An overview of the major world religions and their beliefs, including Hinduism, Buddhism, Taoism, Confucianism, Judaism and Islam. One unit focuses on key sectarian groups in the United States, including the Mormons, Jehovah's Witnesses, the Unification Church, the Occult, and the New Age movement.

Textbooks: *Understanding World Religions, rev. ed.*, George W. Braswell, ISBN: 978-0-8054-1068-6, \$19.99

Understanding Sectarian Groups in America, rev. ed., George W. Braswell, ISBN: 978-0-8054-1047-3, \$24.99

Course Cost for Independent Study Students with books -- \$188.98

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

TH 200—SYSTEMATIC THEOLOGY 3 hours

A survey of Christian doctrines, with emphasis upon revelation, the nature and work of God, Jesus Christ, humankind and sin, the Holy Spirit, salvation, and last things or eschatology.

Textbooks: *Introduction to Christian Doctrine*, Millard J. Erickson, ISBN: 978-0-8010-2250-9, \$34.99

The Moody Handbook of Theology, Paul Enns, ISBN: 978-0-8024-3434-0, \$39.99

Book of Charts, edited and printed by Seminary Extension, \$10.99
(Only available from Seminary Extension)

Course Cost for Independent Study Students with books -- \$229.97

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

TH 201—NEW TESTAMENT THEOLOGY 3 hours

A thematic study of the teachings of the New Testament, including the Bible, God, humanity, sin, salvation, the church, the ordinances,

the ministry, the Christian life, the kingdom, and the ultimate goal of history.

Textbook: *New Testament Theology*, Leon Morris, ISBN: 978-0-3104-5571-5, \$24.99

Course Cost for Independent Study Students with books -- \$168.99

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

TH 302—PHILOSOPHY OF RELIGION 2 hours

A study of the quest for truth about some of the profound questions of life, such as the relationship of good and evil, the nature of reality, and how we know and experience God.

Textbooks: *A Handbook for Christian Philosophy*, L. Rush Bush, ISBN: 0-310-51821-0, \$22.99

Classical Readings in Christian Apologetics, L. Rush Bush, Editor, ISBN: 978-0-310-45641-4, \$25.99

Course Cost for Independent Study Students with books--\$159.98

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

Practical Area Curriculum

The objectives of courses in this area are to help students to:

- (1) Grow in their understanding of the nature and meaning of the church
- (2) Learn how Baptists work together in achieving Christ's objectives for churches
- (3) Develop increasing appreciation for and appropriate pride in Baptist institutions and other denominational structures
- (4) Learn how to practice Christian ministry

CE 232—MARRIAGE AND FAMILY 2 hours

A study of the family from a Christian perspective, focusing on human sexuality, dating and courtship, marriage, child-rearing, financial matters, and the various developmental stages of family life.

Textbook: *Marriage and the Family*, Stephen A. Grunlan, ISBN: 978-0-3102-0156-4, \$25.99

Course Cost for Independent Study Students with books -- \$136.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

CE 233 – WOMEN LEADING WOMEN

2 hours

This course provides a study of the biblical principles for a successful ministry to women and seeks to answer the following questions along the way: Why have a women's ministry? What are the leadership principles for a biblical women's ministry? Who should lead a women's ministry?

Textbook: *Women Leading Women*, Jaye Martin and Terri Stovall, ISBN: 978-0-8054-4760-6, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

CD 390—HOW TO PLANT A CHURCH

2 hours

This course outlines practical steps in beginning and developing a new congregation. Emphasis is on experience more than lecture. The student works through church-planting steps in a real or simulated situation.

Textbook: *Planting, Growing Churches for Twenty-first Century: A Comprehensive Guide for New Churches*, Aubrey Malphurs, ISBN: 978-0-8010-9053-9, \$29.99

Course Cost for Independent Study Students with books -- \$140.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

CM 271—LEADING A MUSIC MINISTRY IN A SMALL CHURCH

2 hours

A study of ways to design and conduct an effective music ministry in a smaller church, especially under the leadership of the part-time director or lay volunteer.

Textbook: *Growing a Musical Church*, Tommy Keown, produced by Seminary Extension, \$14.99

Course Cost for Independent Study Students with books -- \$125.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

CM 273—MUSIC FOR CHILDREN IN THE CHURCH 2 hours

A study of ways to work with children's music programs in the church.

Textbooks: *How to Lead Children's Choirs*, Mary DeLaine Allcock and Madaline Bridges, ISBN: 978-0-7673-1939-7, \$9.95

Course Cost for Independent Study Students with books -- \$120.95

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

GM 500 —FORMATION FOR MINISTRY 2 hours

A study of the meaning of ministry; some spiritual, personal, and professional requirements for ministry; and ways in which ministry may be expressed. Major topics covered are spiritual discipline, vocational discernment, and the theology of ministry.

Textbooks: *Celebration of Discipline*, Richard J. Foster, ISBN: 978-0-0606-2839-0, \$25.99

The Minister and the Ministry, Daniel O. Aleshire and George W. Knight, produced by Seminary Extension, \$17.99

Course Cost for Independent Study Students with books -- \$154.98

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

GM 501—DISCIPLINES OF DISCIPLESHIP 2 hours

A study of spiritual disciplines valuable to growing Christians with a focus on implementations of these disciplines in the Christian life.

Textbook: *Fruitful Discipleship*, W. Edward Thiele, ISBN: 978-0-9145-2033-4, \$19.99

Course Cost for Independent Study Students with books -- \$130.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

GM 565—THE BIVOCATIONAL PASTOR **2 hours**

An overview of the bivocational ministry, including biblical and historical roots, trends affecting the development of bivocationalism, the unique nature of bivocational ministry, preparation for the work, the specific duties of ministers who serve bivocationally, and the future of bivocationalism.

Textbooks: *The Bivocational Pastor*, Luther Dorr, ISBN: 978-8-8054-2604-3, \$12.99

Meeting the Challenge of Bivocational Ministry: The Bivocational Reader, Doran C. McCarty, published by Seminary Extension, \$21.99

Course Cost for Independent Study Students with books -- \$145.98

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

GM 560—THE PRACTICE OF MINISTRY **3 hours**

A course designed to give a student actual hands-on experience in ministry under the guidance and direction of an experienced minister, who serves as a "mentor" to the student throughout the course. Through actually doing ministry and receiving feedback, encouragement, and evaluation from the mentor, students will grow in their self understanding, spiritual development, ministry skills, and ability to work with others as part of a ministry team. Before enrolling for this course, contact Seminary Extension's Independent Study Institute for detailed instructions regarding course requirements, how to enroll, how to select a mentor, etc. ***Not available for classroom study; requires a special enrollment form; students are expected to work one-on-one with a mentor.***

Textbooks: *The Practice of Ministry: A Sourcebook*, Doran McCarty and George W. Knight, Published by Seminary Extension, \$24.99

"Mentor's Material", written, edited, and published by Seminary Extension, \$35.99

Course Cost for Independent Study Students with books -- \$195.98

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 254—PUBLIC WORSHIP **2 hours**

An examination of worship from the perspectives of personal

experience, theology, psychology, the Bible, Christian history, and music. Special attention is given to the various elements of a worship service and the development of skills in planning and conducting public worship.

Textbook: *Understanding, Preparing for, and Practicing Christian Worship*, by Franklin Segler, and revised by Randall Bradley, ISBN: 978-0-8054-1168-3, \$24.99

Course Cost for Independent Study Students with books -- \$135.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 255—EVANGELISM 2 hours

A study of the biblical basis of evangelism, a church program of evangelism, leadership in evangelism, and personal witnessing.

Textbooks: *High Expectations*, Thom S. Rainer, ISBN: 978-0-8054-1266-6, \$14.99

Real Evangelism, Bailey E. Smith, ISBN: 978-0-8499-3778-1, \$13.98

The Effective Invitation, R. Alan Streett, ISBN: 978-0-8254-3799-1, \$13.99

Course Cost for Independent Study Students with books -- \$153.96

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 257—CONTEMPORARY CHRISTIAN PREACHING 3 hours

A study of the role of preaching and the preacher, the scope and purpose of the sermon, and how to organize and deliver a sermon. Attention is given to how to plan one's preaching from week to week and on a long-range basis.

Textbooks: *The 12 Essential Skills for Great Preaching*, Wayne McDill, ISBN: 978-0-8054-3297-8, \$27.99

Handbook of Contemporary Preaching, Michael Dudit, ISBN: 978-0-8054-1550-6, \$39.99

The Moment of Truth, Wayne McDill, ISBN: 978-0-8054-1827-9, \$19.99

Course Cost for Independent Study Students with books -- \$231.97

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 258—PASTORAL LEADERSHIP IN A SMALL CHURCH **2 hours**

A study of the unique dynamics of a small church, including suitable styles and methods of pastoral leadership.

Textbooks: *Leading the Small Church*, Doran C. McCarty, published by Seminary Extension, \$14.99

Small Churches Are the Right Size, David R. Ray, ISBN: 978-8-8298-0620-2, \$15.99

Course Cost for Independent Study Students with books -- \$141.98

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 259—PASTORAL MINISTRY **3 hours**

A study of the life and work of the pastor from a historical and biblical perspective.

Textbooks: *Pastoral Ministry: How to Shepherd Biblically*, John MacArthur, ISBN: 978-1-4185-0006-1, \$29.99

We Have This Ministry, Samuel D. Proctor, and Gardner C. Taylor, ISBN: 978-0-8170-1248-9, \$15.00

Course Cost for Independent Study Students with books -- \$188.99

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 351—PASTORAL CARE **3 hours**

A study of the work of the pastor as "shepherd of the flock." Counseling, comforting, worship leadership, and conflict resolution are some of the topics covered.

Textbooks: *The Dynamics of Pastoral Care*, David W. Wiersbe, ISBN: 978-0-8010-9094-3, \$16.00

Pastor to Pastor, Erwin Lutzer, ISBN: 978-0-8254-2947-7 \$10.99

Course Cost for Independent Study Students with books -- \$170.99

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

RE 260—EDUCATIONAL MINISTRY IN THE CHURCH 3 hours

An overview of educational work within a Southern Baptist church from the standpoint of administration.

Textbooks: Educational Ministry of a Church, rev. ed., Charles A. Tidwell, ISBN: 978-0-8054-1063-1, \$29.99

Christian Education, Foundations for the Future, Robert Clark, Lin Johnson, and Allyn K. Sloat, ISBN: 978-0-8024-1647-6, \$39.99

Course Cost for Independent Study Students with books -- \$213.98

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

RE 262—CHILDHOOD EDUCATION IN THE CHURCH 2 hours

A study of the developing nature and needs of children (infancy through age eleven), how they learn, what the church teaches, and how the church teaches through age-group workers.

Textbook: Childhood Education in the Church, revised edition, Robert Clark, Joanne Brubaker, and Roy B. Zuck, ISBN: 978-0-8024-1251-5, \$37.99

Course Cost for Independent Study Students with books -- \$148.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

RE 264—DYNAMICS OF TEACHING 3 hours

A study of the principles and methods of teaching youth and adults, including the relationship of the teacher to the teaching task, the steps in lesson plan development, and the use of teaching aids.

Textbooks: Teaching Ministry of the Church, 2nd ed., William R. Yount, ISBN: 978-0-8054-4737-8, \$39.99

Teaching for Results, rev. ed., Findley B. Edge, ISBN: 978-0-8054-2015-9, \$24.99

Course Cost for Independent Study Students with books -- \$208.98

Course Cost for Independent Study Students without books -- \$144.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

RE 265—WORKING WITH YOUTH IN THE CHURCH 2 hours

A study of the basics of youth education and how to design an

effective program of youth education in the local church.

Textbooks: *An Introduction to Youth Ministry*, Wesley Black, ISBN: 978-0-8054-1869-9 \$19.99

Course Cost for Independent Study Students with books -- \$130.99

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

RE 267—CHURCH WEEKDAY EARLY EDUCATION 2 hours

A study that covers the many issues involved in establishing and operating a weekday early education center in a local church. Subjects treated include biblical foundations, philosophy of operation, needs of preschoolers, and the responsibilities of the center director and classroom teachers.

Textbooks: *Teaching in Christian Weekday Early Education*, Paula K. Boucher, ISBN, 978-0-7673-9079-8, \$16.95

Early Childhood Program Management, Barbara J. Taylor, ISBN: 978-0-1303-2630-0, \$58.00

Course Cost for Independent Study Students with books -- \$185.95

Course Cost for Independent Study Students without books -- \$111.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

LEVEL ONE COURSES

Level One courses do not carry transferable credit. These courses are for personal growth and may be taken individually or for the purpose of completing a Certificate in Church Work.

Biblical Studies Courses

BS 1—UNDERSTANDING THE BIBLE:

An introduction to Bible study, including a study of the meaning of biblical inspiration, the nature of the Bible, principles of interpretation, the general structure of the Bible, and methods and resources of Bible study.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 2—THE LIFE OF CHRIST

A survey of the life and teachings of Christ.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 3—GREAT MEN OF THE BIBLE

A biographical and expository study of selected biblical characters.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 4—GREAT DOCTRINES OF THE BIBLE

A study of ten major biblical doctrines.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 5—GREAT PASSAGES OF THE BIBLE

An expository study of ten of the most outstanding Bible passages, with suggested sermon ideas.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 6—THE HOLY SPIRIT

A study of the person and work of the Holy Spirit. Biblical teachings are related to daily experiences.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 10—OVERVIEW OF THE OLD TESTAMENT, PART 1

A study of the books of Genesis through Esther.

Textbook: The Holman Bible Handbook, David S. Dockery, editor, ISBN: 978-1-55819-332-4, \$24.97

Course Cost for Independent Study Students with books -- \$109.97

Course Cost for Independent Study Students without books -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 11—OVERVIEW OF THE OLD TESTAMENT, PART 2

A study of the books of Job through Malachi.

Textbook: Same as BS 10

Course Cost for Independent Study Students with books -- \$109.97

Course Cost for Independent Study Students without books -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 15—OVERVIEW OF THE NEW TESTAMENT, PART 1

A study of the books of Matthew through Ephesians.

Textbook: Same as BS 10

Course Cost for Independent Study Students with books -- \$109.97

Course Cost for Independent Study Students without books -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

BS 16—OVERVIEW OF THE NEW TESTAMENT, PART 2

A study of the books of Philippians through Revelation.

Textbook: Same as BS 10

Course Cost for Independent Study Students with books -- \$109.97

Course Cost for Independent Study Students without books -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

Pastoral Ministries Courses

PM 25—THE WORK OF A PASTOR

An introductory study including help in planning a worship service, preparing a sermon, conducting the ordinances, counseling persons in trouble, enlisting and training lay workers, and other functions of a pastor, such as conducting weddings & funerals.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 26—HOW TO PREPARE AND DELIVER A SERMON

A basic survey of the steps that are necessary for preparing and delivering a sermon.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 27—THE PASTOR AS LEADER

A basic study of the leadership role and ministry of the pastor.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 28—THE PASTOR AS COUNSELOR

A study of the ministry of the pastor in counseling persons experiencing personal crises.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

PM 29—THE BIVOCATIONAL MINISTER

A study of the bivocational minister's role and work, including his call and contribution; biblical and historical roots; and his tasks, skills, and relationships.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

Ecclesiology (Church Work) Courses

EC 50—PLANNING CHURCH WORK

A study of the importance of planning the work of a church, how community characteristics and resources should influence planning, principles, and methods of planning, and examples of how planning can be done on specific church projects.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

EC 51—EVANGELISM IN ACTION

A study of what it means to be a Christian and how a pastor, guided and empowered by the Holy Spirit, can improve his personal witness and the evangelism ministry of his church.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

EC 52—HOW CHURCHES TEACH PEOPLE

A study of why, what, and how churches teach people, with emphasis on the pastor as teacher, the teaching function of the members, and the educational program, particularly the Sunday School. Each age group, preschool through adult, is considered.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

EC 54—EVERYDAY BELIEVERS AND PLANTING CHURCHES

A course designed to establish a connection between individual Christians and their call to make disciples, build a biblical foundation of knowledge for the work to which individual believers and their churches are called, and to provide them with tools for the work.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

Applied Christianity Courses

AC 76—FAMILY LIFE TODAY

A study of the family from a Christian perspective, with attention to biblical and contemporary patterns of family life. Christian teachings are applied to such issues as family communication, conflict, finances, divorce, sexuality, and worship in the home.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

AC 77—THE MINISTER'S WIFE

A study of the special needs and concerns of persons married to pastors or other church or denominational staff members. Areas of discussion include self-identity, interpersonal relationships, marriage and family, church relationships, personal careers, community and world relationships, and personal growth and development.

Course Cost for Independent Study Students -- \$85.00

Do not forget, to add shipping and handling after you have totaled your order. See the shipping and handling chart under the heading "Fees and Charges" in this catalog.

Courses in Other Languages

Due to many requests, Seminary Extension has translated a limited number of its Level One and Level Two courses into other languages. For information on individual course offerings in other languages, please contact Seminary Extension.

FEES AND CHARGES

Registration fee for Level One courses: \$40 per course

Registration fee for Level Two courses: \$33 per semester-hour

Center Origination and Certification fee: \$35.00 (certification for 5 years)

Center Re-Certification fee: \$25.00 (certification for 5 years)

Transcript fee: \$10.00 (*written request with signature required*)

Textbooks: *Four of our Level One courses, and all Level Two courses, require textbooks. Seminary Extension stocks all required textbooks and can usually ship them within 24 hours. Students may purchase textbooks from other sources. However, Seminary Extension uses the profit from these books to offset the overall expenses of our courses. For a list of required textbooks and their prices, please refer to the individual course listing section of this catalog. Please note that the textbook prices listed in this catalog are subject to change without notice. If you have questions regarding current prices, please contact our office.*

Shipping and Handling fees: *Seminary Extension charges separately for shipping and handling. We ship all orders by UPS ground unless otherwise requested. We add this charge to the end of all orders based on the total cost of the order shipped. See the chart below for determining these charges.*

Orders up to \$50 = \$12.00

\$51.00 – \$150.00 = \$20.00

\$151.00 – \$400.00 = \$27.00

\$401.00 – \$700.00 = \$35.00

\$701.00 – \$1,000.00 = \$45.00

\$1,001.00 – \$2,000.00 = \$47.00

\$2,001.00 – \$3,000.00 = \$55.00

\$3,001.00 and up = exact postage +\$25 handling fee

Overnight, second day, special delivery = exact postage + \$25 handling fee

Re- Stocking Fee for Extension Centers: *In order to maintain an accurate inventory and keep that inventory current, we encourage extension centers to order conservatively. We can generally have additional materials to you within a week of your order. **We charge a re-stocking fee of \$10 (minimum) plus \$1 for each item returned.** Seminary Extension will not accept materials returned after six months from the order date. Damaged or used material cannot be returned for credit.*

Independent Study fee: *Seminary Extension charges an administrative fee of \$45.00 for all courses taken by Independent Study.*

Web-enabled (Internet) fee: *Some courses are available online. Seminary Extension charges an additional fee of \$60.00 for courses taken via the Internet. For a listing of these courses and their start dates, please see the Seminary Extension website.*

Course Extension fee: *The course extension fee is \$35.00. Independent study students may extend the expiration date of a course by six months. In order to extend a course, Seminary Extension must receive the student's request prior to the expiration date.*

Course Reactivation fee: *Courses that have expired may be reactivated for \$50.00, if they meet certain criteria. Independent study students may reactivate an expired course if they submit a request within one year of the registration date.*

Rush Grading fee: *\$10.00, Independent study students may request that a test or paper be graded within 24 hours of its receipt by Seminary Extension. The fee must be received before the grading process is started. Seminary Extension will return the work by US mail unless otherwise instructed. If additional cost is expected due a student's request for another form of delivery, the student must also include payment for this service in advance. If a transcript is*

needed following the rush grading, a written request and payment for this service must also be received.

SEMINARY EXTENSION POLICIES

Admission

Seminary Extension admits students who are 16 years old and above. However, to earn transferable credit a student must have earned a high school diploma or GED prior to enrolling in the class, and must provide Seminary Extension with an official copy of their High School transcripts or GED paperwork.

In order to allow sufficient course study time, students must be enrolled in a class at least three weeks prior to taking the final exam.

Book Returns

Seminary Extension will refund the purchase price of unused textbooks purchased for a course from Seminary Extension. These books must be returned unused, in resalable condition, and within 6 months of the enrollment date. We do not refund shipping and handling fees.

Calendar

Seminary Extension is a distance study educator. Therefore a student's schedule has a great deal of flexibility. However, office hours, for meeting student needs, are based on the following schedule. For the academic year beginning August 1, 2011 and ending July 31, 2012, Seminary Extension offices are open from 7:30 AM Central Time through 4:00 PM Central Time. Students may begin a class during any day that our offices are open. We close our office for 10 holidays each year. For the 2011 through 2012 academic year, we will close for the following holidays: 9/5/2011; 11/24/2011; 11/25/2011; 12/26/2011; 12/27/2011; 12/30/2011; 1/2/2012; 4/6/2012; 5/28/2012; and 7/4/2012.

Due to the fact that web-enabled courses must follow a more structured schedule, beginning dates for these courses are set for the 3rd Monday of August, January, and May. For more information on these courses, go to our website or contact Seminary Extension.

Grading

For Level One courses, students will receive a grade of S=satisfactory or U=unsatisfactory based on periodic progress reports. For Level Two courses, tests, reading reports, final exam, and papers are weighted equally when averaging the final grade for the course. **The grading scale is provided below.**

A – (90-100) Student completed all academic requirements with superior performance

B – (80-89) Student completed all academic requirements with above average performance

C – (70-79) Student completed all academic requirements with acceptable performance

D – (60-69) Student completed all academic requirements with an unacceptable performance. No credit will be given although the grade will be recorded

F – (Below 60) No credit will be given although the grade will be recorded

I – When a student submits at least one evaluation instrument but the minimum requirements for the course are not met, an “I” is assigned to the course. A student may remove an “I” from his/her record by reactivating the course within one year of the original enrollment date and satisfactorily completing the remaining assignments. All courses marked with an “I” revert to an “F” if not completed within 18 months of the enrollment date.

W – When a student formally withdraws, the course is marked with a “W”

NS – When a student enrolls in a course but does not submit any evaluation instruments, the course is marked with a “NS”

Grievance

If students have a grievance with Seminary Extension, they may contact the director, Dr. Randal Williams, in writing at the address below:

Seminary Extension
901 Commerce St., Suite 500
Nashville, TN 37203-3631
Phone (800) 229-4612
Fax (615) 782-4822
Email: se@seminaryextension.org

If a complaint is not settled at the institutional level, the student may contact the Tennessee Higher Education Commission, 404 James Robertson Parkway, Nashville, TN 37243-0830. Telephone: 615-741-5293.

Placement Services

Seminary Extension does not offer placement services for students seeking employment opportunities.

Student Conduct

Seminary Extension is a ministry of the Southern Baptist Convention. We expect our students to conduct themselves in a manner that reflects the Convention's high ethical and spiritual standards. We believe that our conduct affects the effectiveness of our ministry. As it relates to the area of student conduct in academics, we have set forth ten individual expectations. These expectations are stated in the policy section of the student information packet sent to students when they enroll.

Textbooks

Many Seminary Extension courses require textbooks. Seminary Extension stocks textbooks for all of our courses, but students are not required to purchase them if they prefer to get them from other sources. Textbooks are listed in the textbook section under each course description along with their titles, authors, ISBN, and prices. *Shipping and handling fees are not include the prices. Shipping and handling fees are based on the total cost of each order. For this fee, see the shipping and handling chart under the Catalog heading "Fees and Charges."*

Transcripts

A number of colleges and institutions have, and continue to accept Seminary Extension Level Two course credits toward their undergraduate degrees as well as their certificate and diploma programs. Any student desiring to take Seminary Extension courses in order to transfer them to another school should contact the receiving institution of choice before enrolling with Seminary Extension.

In order for Seminary Extension to transcript a course with credit hours, *students must meet all the enrolment qualifications, take and receive a 70% or better grade on a monitored comprehensive final examination, and have on file with Seminary Extension a copy of their high school transcript, GED, or Ability to Benefit Exam.*

When Seminary Extension sends a transcript, it is up to the receiving institution to evaluate the transcript to determine how much, if any, course credit they will accept.

Requesting a Transcript

Seminary Extension will issue transcripts to other educational institutions upon receipt of a **signed, written** request from the student along with a \$10.00 fee. ***Transcript requests cannot be taken by telephone.*** Upon request by a student, an unofficial record of courses completed may be sent to the student and designated agencies at no charge. In order to assure the timely issuance of a transcript, all tests and assignments must be received by Seminary Extension at least *four weeks* prior to the date that a transcript is required.

Credit from Other Sources

Outside credit acceptance toward a certificate in Church Work
Seminary Extension does not transcript the Level One courses used in our Certificate in Church Work program, and will not accept outside credit toward this certificate program.

Outside credit acceptance toward other certificate and diploma programs

Seminary Extension may accept, by transcript, a limited amount of course credit toward a certificate in one of our eight-course certificate programs. Based on an evaluation of the student's official transcript, we will accept a maximum of four courses from an

institution accredited by a Council on Higher Education Accreditation (CHEA) approved accreditation agency. Seminary Extension will also evaluate, on an individual basis, credits from non-accredited schools and accept them as deemed appropriate by the Registrar and Director.

Seminary Extension may also accept, by transcript, course credit toward a diploma in one of our sixteen-course programs. Based on an evaluation of your official transcript, we will accept a maximum of eight courses from an institution accredited by a Council on Higher Education Accreditation (CHEA) approved accreditation agency. Seminary Extension will also evaluate, on an individual basis, credits from non-accredited schools and accept them as deemed appropriate by the Registrar and Director.

Transcripts evaluated for transfer must be received in a sealed envelope from the issuing institution, must be signed by the institution's registrar, must bear a school seal, and have the date of issuance. The student should inform Seminary Extension that the transcript is coming. They should also indicate the Seminary Extension program in which they are interested.

Our Relationship with Other SBC Institutions

Although Seminary Extension is incorporated under the SBC Council of Seminary Presidents, our programs are separate from the undergraduate programs offered by individual SBC seminaries. Like all other undergraduate institutions, they are not required to accept Seminary Extension credits towards their undergraduate degrees but may choose to do so when deemed appropriate. Therefore, students should contact the institution into which they may wish to transfer Seminary Extension credits before enrolling.

Studying with Seminary Extension

Students may study at home through correspondence or through a web-enabled (Internet) course. They may also study in groups at a local center near where they live.

If the student chooses to study by correspondence, the course begins when the student registers. Seminary Extension allows up to six months from the date of registration to complete the work. When the student enrolls, Seminary Extension sends an Independent Study Kit along with other course materials to them. During their study,

students send assignments such as tests and papers to Seminary Extension, where we log their arrival and forward them on to qualified instructors for grading. Instructors correct and provide feedback on these assignments, record the grade and send them back to the student. At the end of the course, a proctored final exam is given. Like the other assignments, this exam is also sent to Seminary Extension instructors for evaluation. Students must complete the final exam with an average grade of 70% or above in order for the class to be eligible for transfer of credit.

If a student chooses to study using a web-enabled (Internet) method, Seminary Extension provides them with the necessary instructions for signing into the course on the Internet. Once logged into the course, students simply complete the assignments and submit them for interaction with their instructor. A proctored final exam is still required.

Students may also study Seminary Extension courses in a group setting. Often located in SBC state and associational offices or in local SBC churches, Seminary Extension centers can be found in most of the United States.

Each year hundreds of individuals such as pastors, other church workers, and church volunteers continue their education for ministry and personal growth by studying Seminary Extension courses in a group setting. These centers offer locally sponsored programs of organized study that are designed to help Christians gain the understanding and skill needed for competent Christian ministry. These centers must be certified by Seminary Extension before classes can be offered. Historically, Baptist associations have established most of the centers. Some associations have multiple centers. Individual local Southern Baptist churches have also taken on the challenge of educating their members as well as others in their area who are interested. Seminary Extension does not own or control these sites. However, sponsors approved by Seminary Extension must agree to operate their centers according to the following guidelines:

- Centers affiliated with Seminary Extension must maintain the educational standards set forth by Seminary Extension
- Centers must agree to use the course materials prepared and distributed by Seminary Extension

- Centers must submit the appropriate registration fees, reports, student enrollment information, and course work to Seminary Extension at the specified times

Students enrolled in these centers have found that group learning experiences provide both encouragement and fellowship. Often students learn from each other as well as from their instructor. Regular class meetings require them to exercise a disciplined approach to their study.

Persons interested in establishing a center to train persons in their church, association, or region, may request information and assistance from Seminary Extension. Seminary Extension assists sponsoring groups in several ways:

- by recommending an effective plan for establishing and operating an extension center
- by providing excellent theological training materials
- by maintaining academic records on individual students

All instructors must be certified by Seminary Extension before a class begins. To be certified to teach a Level Two course, individuals must have a master's degree or its equivalent from a seminary, university, or college accredited by a nationally recognized (CHEA-affiliated) accrediting body.

Although there are no specific educational requirements for certification to teach a Level One course, sponsoring groups are encouraged to recruit the best qualified persons available.

All Seminary Extension teachers must agree to teach in accordance with the *2000 Baptist Faith and Message*.

Although the cost submitted to Seminary Extension for an individual course is the same for all students, local center administration fees may be slightly different. The total fee paid by the student is made up of three parts: (1) a registration fee, which is the same for all students and must be paid to Seminary Extension; (2) the amount that the center director and committee determine is needed to meet local operating expenses; (3) and the cost of textbook(s) for the course. A student who already has the prescribed textbook is not required to buy another copy. For the exact price of textbooks, *check specific course descriptions* above, or contact

Seminary Extension. Textbook prices are subject to change at any time. To help speed up the ordering process, Seminary Extension often sends the materials used by extension centers on consignment. Centers must send student registration forms and payment for materials by the end of the drop/add period (third lesson of the course).

Continuing Education Units

Students may be able to receive Continuing Education Units (CEU) for course work done in a classroom setting. The student must register as a participating student in the class, and they must have an agreement with the instructor prior to beginning course work. Although the course exams are not required, students must adhere to normal attendance practices, engage in classroom participation, and turn in any required homework assignments. Finally, the student must write a paper describing how they intend to use the things they have learned in the course. At the end of the course, students will receive a grade of S=satisfactory or U=unsatisfactory.

A student *cannot* earn both academic and CEU credit for the same course. It has to be one or the other and the student must declare their intention at the beginning of the course. A CEU transcript may be obtained from Seminary Extension with the same guidelines used for regular academic transcripts. One (1) CEU will be awarded for each ten (10) hours or portions thereof (i.e. 15 hours = 1.5 CEU's) of classroom work completed.

CANCELLATION AND REFUND POLICY

You may cancel any course and request a refund at any time by contacting Seminary Extension. Once we have verified your information, the refund will be applied according to the following policy. *Total course prices* do not include the cost of textbooks. See the Seminary Extension Catalog or contact Seminary Extension for our book return policy.

Refunds are based on the following schedule and are available for up to 12 months from the date of enrollment. Seminary Extension will refund:

- 100% of the *total course price* to a student who cancels a course within the first 15 days of enrollment.
- 90% of the *total course price*, to a student who has completed up to and including 10% of the course.
- 75% of the *total course price* to a student who has completed between 10% and 25% of the course.
- 50% of the *total course price* to a student who has completed between 25% and 50% of the course.
- After the student has completed more than half the course, the institution shall be entitled to retain the entire total course tuition.

SBC State Convention Resources

Many Southern Baptist Convention state offices have assigned staff members to help Baptists in their states with theological education and ministry training. To find out what assistance is available in your state, we suggest that you contact the SBC State convention representatives listed below. If you are interested in opportunities for study and training with Seminary Extension or you want to help involve others with Seminary Extension in your area, please contact us directly.

Arkansas

Tim Deahl
10 Remington Dr.
Little Rock, AR 72204
(501) 376-4791 ext. 5178
tdeahl@aristotle.net

California

Mike McGuffee
678 East Shaw Avenue
Fresno, CA 93710
(559) 229-9533
mmcguffee@csbc.com

Florida

Doug Watkins
1230 Hendricks Ave.
Jacksonville, FL 32207
(904) 596-4190
dwwatkins@flbaptist.org

Georgia

Richard Dodge
6405 Sugarloaf Pkwy.
Duluth, GA 30097
(770) 936-5442
rdodge@gabaptist.org

Illinois

Sylvan Knobloch
3085 Stevenson Dr.
Springfield, IL 62703
(217) 786-2600 ext. 130
sylvanknobloch@ibsa.org

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