CORNERSTONE COLLEGE & SEMINARY

Equipping Students for God's Kingdom Service Since 1969

7501 Graham Street, Suite 120, Spotsylvania Courthouse, Virginia 22553

540-898-5077

2025-2026

PROGRAM CATALOG

This catalog is true and correct in content and policy.

Julie Wallace, Ed.D. President
For information, write or call:

CORNERSTONE COLLEGE & SEMINARY

7501 Graham Street, Suite 120, Spotsylvania Courthouse, VA 22553

(540) 898-5077

CCS Main Campus is open Tuesdays, Wednesdays, and Thursdays 8 AM – 4 PM

CCS Administration Virtual Hours (email and phone) Mondays and Fridays 8 AM – 4 PM

Cornerstone College & Seminary (CCS) welcomes campus visits from prospective students and other individuals. Arrangements can be made by contacting the main number listed above.

CCS complies with the Federal Americans with Disabilities Act and Virginia's Disability Act. The CCS provides equal access to all its educational programs to every qualified student without regard to educationally unrelated disabilities. Students requiring special individual services or equipment will be responsible for the expenses thereof, including the expense of providing tutors, personal attendants, medical technicians, aides, certified signers and so-forth. The faculty and administration of the school will do all within reason to assist the students in communicating with proper community or government agencies to secure available assistance to meet the student's needs.

The regulations, requirements, and general information in this document are official for the academic school year referred to on page one only and are subject to revision at any time by vote of the Board of Directors or administration. CCS may need to withdraw courses because of lack of enrollment or other unforeseen circumstances. If changes must occur, students will be promptly notified.

Changes will be effective at the time so determined by the proper authorities, and the changes will apply only to prospective students - not those already enrolled – unforeseen circumstances notwithstanding. This catalog is a general information publication only, and it is not intended to, nor does it contain all regulations that relate to students. For the most current revisions of the Catalog see the CCS website.

Table of Contents

HISTORY

Cornerstone College & Seminary, founded as Fredericksburg Bible Institute in 1969, was the vision of the late Dr. G. Albert Brown, who, more than forty years ago, sought to educate those who desired to know about the Bible. Dr. G. Albert Brown, Jr. was the founder of Fredericksburg Bible Institute and Seminary and became the institution's first President. He was a man of God who had the blessings of the Almighty upon his ministry. Scores of pastors who have received part, or all, of their Bible college and Seminary training were blessed by Dr. Brown. He was a man of impactful prayer and Biblical devotion. Dr. Brown believed in the power of prayer because the Bible teaches us to pray, and he believed in the truth of the Bible. He was a man of vision who took his lead from Proverbs 29:18, "Where there is no vision, the people perish." His ministry was successful because people knew Dr. Brown loved and cared for them, but more importantly, he loved the Lord. Dr. Brown continued to establish the institute through milestones of achievement. Dr. Brown went to heaven to be with the Lord on January 31, 2008, and his presidential leadership was passed to Dr. Gary Foss.

The institute was granted a tax exemption by the federal government in 1970 and a tax deduction for contributions by the Internal Revenue Service. The State Government then gave the institute tax exemption on textbook sales in 1975. According to the Code of Virginia, Section 23-266 A-2, this institution was permitted by the Council of Higher Education on February 3, 1982, to confer degrees. The Veterans Administration approved the institute to provide educational benefits beginning on August 23, 1983. The International Accreditation Commission accredited the institute on September 15, 1983. Following Dr. Brown's lead, CCS is still reaching new milestones and constantly improving for the sake of its students. Dr. Brown went to heaven to be with the Lord on January 31, 2008, and his presidential leadership was passed to Dr. Gary Foss. Dr. Foss served as President from January 2008 until June 2016. Gary is fondly remembered with his wife, Andy, as the founder of Fredericksburg Christian School. He served as their Head of School, equipping students for over forty years. The Board of Directors voted Dr. Richard (Dick) Barnett into the presidency in 2016. Dr. Barnett oversaw the partnership with Lancaster Bible College in 2017 and led the transition from FBIS to Cornerstone College of Virginia in 2018. In 2023, the Board of Directors voted Dr. Julie Wallace, who was serving as Provost, to serve as the fourth college president. Dr. Wallace has a long Christian Education ministry history and holds a Doctor of Educational Leadership. In 2024, the college name was changed to Cornerstone College & Seminary.

CHARTER

Fredericksburg Bible Institute was chartered on September 2, 1969, by the State Corporation Commission. On June 5, 2018, Fredericksburg Bible Institute and Seminary changed its name to Cornerstone College of Virginia. On July 21, 2024, the college name was changed to Cornerstone College & Seminary.

CONFERRAL OF DEGREES

Cornerstone College & Seminary is a religious institution exempt from state regulation and oversight in the Commonwealth of Virginia. CCS confers degrees under a religious exemption through the State Council of Higher Education according to the code of Virginia, Section 23-266 A-2. Although credits may be applied to various degree programs of other institutions, the curriculum is theological only.

JOURNEY TO ACCREDITATION

Cornerstone College & Seminary is in the process of becoming accredited simultaneously through two accrediting bodies. The institution is currently in candidate status with the Association of Independent Christian College & Seminaries (https://AICCS.org). In addition, the institution is pursuing accreditation with TRACS (https://TRACS.org) – Transnational Association of Christian Colleges and Universities. CCS is currently in correspondence status with TRACS. The first initial application for accreditation was submitted to TRACS in February 2025. CCS is currently responding to the first round of application responses received from TRACS. Pursuing accreditation does not constitute, imply, or presume accredited status at present or in the future.

MISSION, VISION, INSTITUTIONAL GOALS

Mission: Equip Christian students for significant kingdom impact

Vision: Be a highly regarded Christian educational institution

Institutional Goals: Within the context of the CCS mission, we are committed to equipping students for kingdom work through the following goals.

Understand the Bible and theology to interpret the world around us through a biblical worldview.

Develop a community and a student body who grow in their personal relationship with Christ.

Prepare students to be lifelong learners who can positively impact diverse workplaces.

Equip students to acquire ministry skills for local and worldwide Christian service.

COLLEGE CALENDAR

Cornerstone College & Seminary Academic Calendar 2025-2026
info@cornerstonecollege.org 540-898-5077

	Summer 8 Week B Term	Fall 16 Week On-campus	Fall 8 Week A Term	Fall 8 Week B Term	Spring 16 Week On-campus	Spring 8 Week A Term	Spring 8 Week B Term	Summer 8 Week A Term
Course Registration Begins	4/1/2025	04/01/2025	04/01/2025	04/01/2025	11/01/2025	11/01/2025	11/1/2025	04/01/2026
Academic advising week	4/1-4/5	4/1-4/5	4/1-4/5	4/1-4/5	11/1-11/8	11/1-11/8	11/1-11/8	4/1-4/5
Buy textbooks	6/16-6/20	8/19-8/23	8/19-8/23	10/12-10/19	1/5-1/11	1/6-1/11	3/1-3/8	4/25-5/2
Student Orientation	6/23/2025	8/18/2025	8/18/2025	10/13/2025	1/5/2026	1/5/2026	3/2/2026	4/27/2026
Financial Check-in Due Date – Pay in Full or Set up Payment Plan	6/30/2025	8/25/2025	8/25/2025	10/20/2025	1/12/2026	1/12/2026	3/9/2026	5/3/2026
Classes Begin	6/30/2025	8/25/2025	8/25/2025	10/20/2025	1/12/2026	1/12/2026	3/9/2026	5/4/2026
Last day to drop class with 100% refund	7/7/2025	9/5/2025	9/2/2025	10/27/2025	1/19/2026	1/19/2026	3/16/2026	5/4/2026
Last day to add a class	7/7/2025	9/2/2025	9/2/2025	10/27/2025	1/19/2026	1/19/2026	3/16/2026	5/4/2026
Last day to change to audit class	7/7/2025	9/2/2025	9/2/2025	10/27/2025	1/19/2026	1/19/2026	3/16/2026	5/4/2026
Last day to drop class with 75% refund	7/14/2025	9/9/2025	9/9/2025	11/3/2025	1/26/2026	1/26/2026	3/23/2026	5/10/2026
Last day to drop class with 50% refund	7/21/2025	9/16/2025	9/16/2025	11/10/2025	2/2/2026	2/2/2026	3/30/2026	5/17/2026
Last day to drop class with 25% refund	7/28/2025	9/23/2025	9/23/2025	11/17/2025	2/9/2026	2/9/2026	4/6/2026	5/24/2026
Graduation application deadline					3/1/2026			
Final exams		12/8-12/14			4/28-5/1			
Classes End	8/24/2025	12/14/2024	10/19/2025	12/14/2025	5/3/2026	3/8/2026	5/3/2026	6/28/2026
Graduation					5/9/2026			
College Administrative Office Holiday Schedule – Offices Closed								
New Year's Day					1/1/2026			
MLK Day					1/19/2026			
President's Day					2/16/2026			
Easter Holiday (On Campus Only)					4/3-4/10/26			
Memorial Day								5/25/2026
Juneteenth								6/19/2026
Independence	7/4/2025							
Labor Day		9/1/2025						
Veteran's Day		11/11/2025						
Thanksgiving (On Campus Only)		11/24-11/25						
Christmas		12/24-1/1						

CORNERSTONE
COLLEGE & SEMINARY

STATEMENT OF FAITH

1   The Bible is the divinely inspired, infallible, inerrant, and revealed Word of God (2 Timothy 3:16).

2   God is revealed in the Scriptures as God the Father, God the Son, and God the Holy Spirit, commonly referred to as the Trinity (Colossians 1:15-18; Acts 5:1-4).

3   The Lord Jesus Christ is fully God. He was born of a virgin; He lived a sinless life; He performed miracles; He was crucified under Pontius Pilate; He shed His blood to save sinners; He rose bodily and was seen by eyewitnesses; He ascended to the right hand of the Father, and all the earth will see Him when He returns in power and glory (John 8:58; Isaiah 9:6; Isaiah 7:14; Matthew 1:18-25; 2 Corinthians 5:21; 1 Corinthians 15:3-7, Acts 1:9-11).

4   The Holy Spirit is the third person of the Godhead and equal with the Father and the Son in every divine perfection. He convicts of sin, regenerates, enlightens, endues for service, comforts, and guides believers (John 14:16-18, John 14:26).

5   All humanity in its natural state are sinners, lost, alienated from God, and spiritually dead: "All have sinned and fallen short of the glory of God" (Romans 3:23) and, therefore, need salvation.

6   The Bible, inspired by God, is the final authority for all practices of sexuality, and God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Any form of sexual immorality (including adultery, fornication, homosexuality, lesbianism, bisexual conduct, bestiality, incest, pornography, and attempting to change one's biological sex) is sinful and offensive to God (Genesis 1:26-27; 1 Corinthians 11:12; Leviticus 18:1-30; Leviticus 20:13; Romans 1:26-29; 1 Corinthians 5:1; 1Thessalonians 4:1-8; Hebrews 13:4; John 3:3-7; Jude 1:7).

7   Salvation is by grace alone, a gift of God, through repentance and faith in the Lord Jesus Christ, who died for our sins according to the Scriptures (1 Corinthians 15:3). Those who thus receive Christ by faith have their sins forgiven (Ephesians 1:7) and their hearts cleansed (Acts 15:9), become born of the Spirit, become children of God (John 1:12-13) are made new creatures in Christ (2 Corinthians 5:17). They are eternally secure (John 10:28).

8   Only two Scriptural Ordinances exist: Baptism and the Lord's Supper. Baptism is a command of our Lord Jesus Christ. (Matthew 28:18-20). The Lord's Supper is for remembering Christ's death, burial, and resurrection with the anticipation of His return (1 Corinthians 11:26).

9   Christ personally instituted the Church, which He commissioned to make disciples of all nations, to baptize believers, and to teach them to do all things He had commanded (Matthew 16:17; 28:18-20).

10   There are only two classes of humanity in God's sight: saved and lost. The saved, those "Born Again" through faith in Jesus Christ, go to be with Him in conscious blessedness (Luke 23:39-43) after death and shall be raised bodily to live with Him eternally (1 Corinthians 15:35-49); the unsaved shall be separated from God at death and shall be raised bodily to be placed in eternal torment (John 5:28-29).

11   "Born again" Christians live a life dictated by the Holy Spirit (Galatians 5:16-25; Colossians 2:6) and yield to God (Romans 6:13). All Christians are called to share their faith with others by word and deed (Matthew 28:16-20).

BOARD OF DIRECTORS

Dr. Richard Barnett, Board Chair

Dr. Joseph Holmes, Vice Chair

Dr. Chris VanBuskirk, Treasurer

Mr. Martin Chang, Member

Dr. Glenn Prescott, Member

Dr. Jay Flickinger, Member

Mr. Ryan Flanders, Member

ADMINISTRATIVE STAFF

Sam Rhoades, Director of Digital Marketing
A.B.S., Cornerstone College & Seminary

Berna Shetti, Finance Director
Diploma, Nassau Scholengemeenschap

Karen Tate, On-Site College Librarian
B.A. Interdisciplinary Studies

Julie Wallace, President
B.S., M.S., Strayer University
Ed.D., Liberty University

Tim Wallace, Academic Dean
M. Div. Liberty University

FACULTY

Cornerstone College & Seminary is grateful for the men and women who voluntarily sacrifice their time and knowledge to teach the Word of God to our students. Members of our faculty have given evidence of their spiritual conversion, and they are aligned with our Statement of Faith as recorded in Article III of the Constitution. Each member has the qualifications to equip our students for kingdom work in the church and in the world by formal education and/or by extensive or unique ministry experience.

Timothy Adams, Church History
M.R.E., Cornerstone College & Seminary

Camille Adkins, Library Science
M. A., Catholic University

Richard Barnett, Bible/Theology
B.S.E.E., The Ohio State University
M.R.E., D.R.E., Fredericksburg Bible Institute & Seminary

Logan Castle, Bible/Theology
M.Div., Liberty University
D. Min, Liberty University

James Clanagan, Bible/Theology
M.Div., Regent University

Chris Condos, Biblical Counseling
B. A., Pastoral Studies, Clearwater Christian College
M.Div., Calvary Baptist Theological Seminary
D. Min., Cornerstone College & Seminary

Shawn Dandridge, Bible/Theology
M.Div., Liberty University
D. Min., Asbury Theological Seminary

Jay Flickinger, Bible/Theology
Th.M., Andersonville Theological Seminary
Th.D., Andersonville Theological Seminary
D.R.E., Cornerstone College and Seminary

Michael Hensley, Organizational Leadership
MS, Columbia Southern University
Ed.D (ABD) Abilene Christian University

Johnny Hicks, Christian Education
A.S., Germanna Community College
B.A., M.B.A., Strayer University
M.C.E., D.C.E., Andersonville Theological Seminary

Joseph Holmes, Christian Education
M.Ed., Western Governors University
Ed.D., Christian Education and Curriculum Liberty University
Stephen Jochum, History
Master of History, Iowa State University

Donald M. King, Sr., Bible/Theology
B.S., Wingate University
M.R.E., D.R.E., Cornerstone College & Seminary

Youmi Lim, Bible/Theology
B.A., George Mason University
M.Ed., Regent University
M.Div., The Southern Baptist Theological Seminary
D. Min., Cornerstone College & Seminary

Zach Payne, Bible/Theology
M.S.C., Purdue University
M.B.A., University of South Indiana
D. Min., Cornerstone College & Seminary

Jason Quintern, Biblical Studies
Ph.D., Bible Exposition, Biblical Studies

Fritz Raymond, Bible/Theology
B.S.B.A., Columbia College
M.A., Webster University
Th.M., Fredericksburg Bible Institute & Seminary
Ph.D., Kingsway University

Brandt Smith, Bible/Theology
M.A.R.E., Mid-America Baptist Theological Seminary
Ph.D., Capella University

Stephen Tate, Bible/Theology, Information Systems
AAS, Germanna Community College
BS, Strayer College
Th.B, M.R.E., Th.M., D.R.E., Fredericksburg Bible Institute and Seminary

Russell Threet, Bible/Theology
M. Div., Liberty University
MACM., Liberty University
D. Min. (ABD), Forge Theological Seminary

Bryan Turner, Practical Ministry, Christian Education
Master of Christian & Family Ministry, Southwestern Assembly of God University

Chris VanBuskirk, Ministry Leadership, Christian Education
M.B.A, Western Governors University
Ed.D., Trinity Theological Seminary

Julie Wallace, Christian Education
B.S., M.S., Strayer University
Ed.D., Liberty University

Tim Wallace, Bible/Theology
M.Div., Liberty University

Bryce Woerner, Education/History/Religion
MAR, Biblical Studies, Liberty University
Ph.D., Education, Liberty University

Brandon Worthington, Bible & Theology
M. Div., Biola University

Mark Zockoll
Master of English, Salsbury University
Ed.D. University of Maryland

POLICIES AND PROCEDURES

ADMISSION/REGISTRATION:

Cornerstone College & Seminary is a nonprofit ministry offering Christian Bible education to adults (18 years of age and over). We are coed, multicultural, evangelical and non-denominational, and admit students of any race, sex, color, disability, age, veteran status, religion, political affiliation, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at our school.

Admissions Requirements:

- High School Dual Enrollment: completion of 10th grade or higher, GPA 2.5
- Undergraduate: GED, high school diploma
- Master's Graduate Program: Bachelor's degree, writing sample
- Doctoral Graduate Program: Master's degree, writing sample
- All programs require students to agree to the Statement of Faith and Code of Conduct

Students may apply and be accepted at any time prior to the beginning of the semester, but they must meet certain deadlines. Listed below are dates by which applications and all required documentation must be submitted to receive equal consideration with other applicants.

TUITION AND FEES

Students are responsible for payment or making payment arrangements with the Dean of Students by the first day of classes. Any amount owed to the college including, but not limited to, tuition and fees is considered a receivable and a debt owed to the college. A receivable becomes past due if payment is not received by the payment due date.

When a receivable becomes past due a "Registration Hold" is placed on a student's electronic Populi account that prevents students from registering for future terms or making changes to the current term schedule until the balance is paid in full. In addition, graduation candidates must have all balanced due to the college paid in full in order to be eligible for graduation-related privileges, including receiving their diploma, having their degree conferred, and receiving education transcripts.

Students who become unresponsive to collections attempts by the college will have their electronic Populi account placed on "Course" and "Grades/Transcript" held until payment or payment arrangements have been made.

Student billings are sent out electronically monthly. Students are notified of account balances and tuition payments that are due. Those who have account balances are encouraged to work closely with the Dean of Students to ensure compliance with this tuition and fees policy. Students who have past due, unpaid balances may not register for additional courses, participate in graduation, or have their diploma or transcripts released without all financial balances paid in full.

TUITION:

Diploma Program	$175.00/credit hour
Undergraduate Programs	$175.00/credit hour
Graduate and Doctoral Programs	$195.00/credit hour

FEES:

New Student App. Fee (non-refundable)	$25.00
Student Services Fee	$75.00 per semester
Life Experience Transcription Fee	$150 evaluation fee + $50.00 per credit
Non-Sufficient Funds	$35.00
Payment Plan Fee	$25.00
Late Registration Fee	$50.00
Graduation Fee	$150.00-$400.00
Unofficial transcript	FREE
Official Transcript/Seal	$10.00
Late Payment Fee/installment (pg. 2)	$10.00
Overdraft Check Fee	$25.00
Master's Thesis Extension Fee	$585.00/Semester
Doctoral Project Extension Fee	$780.00/Semester

REFUND POLICY

Students may receive a tuition (not fees) refund according to the following schedule:

100% if the student withdraws before the second day of the term

75% if the student withdraws during week one of the term

50% if the student withdraws during week two of the term

25% if the student withdraws during week three of the term

There is no refund after week three of the term.

The above refund schedules are enforced whether the student actually attends the classes or not. Notifying the school of intention to withdraw is the student's responsibility. The Dean of Students reserves the right to override the above refund policy to accommodate special circumstances of an extreme nature.

ADD/DROP POLICY

Prior to the start of the term through day two of class, students may add and drop classes without penalty or cost. Starting on day three of the class, students may drop classes and receive a refund in accordance with the above refund policy. Students may not add a class after day eight of the term.

TRANSFER OF CREDITS

Cornerstone College & Seminary accepts and reviews official and unofficial transcripts from accredited and other reputable Bible Institutes, seminaries, colleges, universities, technical institutes and military training classes. The Registrar evaluates all transcripts and determines all transferable courses and credits. All transfer credits are at the discretion of CCS, and each course transferred must have a grade of "C" or better for undergraduate students and a "B" or better for all graduate students. In order to be eligible to graduate from CCS, a student must complete at least 25% of degree coursework at CCS. Some graduate- and doctoral-level degree programs require a greater percentage of coursework completed at CCS.

LIFE EXPERIENCE CREDITS

Life Experience Credits (LEC) are credits awarded for prior learning in a professional or ministerial context. Students must fill out the appropriate paperwork and pay an evaluation fee in order for the credits to apply to their degree program. No more than thirty (30) credits may be applied to any degree program. Life experience credits only are applicable for undergraduate degree plans.

APPROVED COURSE WORK

The academic year is divided into three semesters, sixteen weeks each. An undergraduate student must carry at least twelve (12) credit hours to be classified as a full-time student. The maximum number a student can carry per semester is fifteen hours, unless otherwise approved by the Academic Dean. A graduate student must carry at least nine (9) credit hours to be classified as a full-time student.

CREDIT HOURS

One credit hour constitutes 750 minutes of instruction per term. Instruction comprises lecture or equivalent instructor-led activity. For each credit, face to face courses include one hour of direct faculty instruction—such as lectures, discussions, and in-class activities—alongside a minimum of two hours of

out-of-class work that students are expected to complete each week of the fifteen week semester. Out-of-class work encompasses a variety of learning activities designed to reinforce and expand on in-class material, including homework assignments, reading assignments, projects, and video-based instruction. This blend ensures that students engage deeply with course material, applying and exploring concepts independently while also benefiting from structured faculty guidance. Together, these elements meet the academic rigor expected in higher education, fostering comprehensive learning and skill development aligned with the course's goals.

In distance education, a credit hour represents a comparable amount of student effort as face to face courses, though the format may vary. Distance education classes are delivered in an eight week format resulting in an accelerated, condensed academic format compared to fifteen week semesters. For each credit, online instruction includes two hours of asynchronous activities—such as online discussions, recorded lectures, and interactive assignments. Additional out-of-class work includes a minimum of four hours of student work playing a crucial role for students to complete required readings, projects, and self-paced learning modules. These elements are structured to ensure that distance learning aligns with face to face standards, providing an equivalent educational experience and fulfilling the rigorous requirements of the credit hour through varied, flexible methods suited to distance education instruction.

For a hybrid course, credit hours are achieved through a combination of in-person class time and enhanced instructor-led activities supplemented by increased homework and independent study requirements. Hybrid courses integrate face-to-face instruction with online or supplemental activities that reinforce and expand on classroom learning that are equivalent to 750 minutes of instruction per term per credit hour. This includes additional interactive assignments, projects, and guided online discussions designed by the instructor to ensure that students engage actively with the material outside of class. The structured yet flexible format of hybrid courses requires students to balance their time between live sessions and independent study, with the benefit of additional faculty support through both in-person and virtual interactions. This model maintains the credit hour's rigor, providing a comprehensive learning experience that blends the strengths of traditional and distance education.

FULL TIME/PART TIME STUDENT STATUS

Undergraduate Full Time Status = 12 credits or more per semester

Undergraduate Part Time Status = 11 credits or less per semester

Graduate Full Time Status = 9 credits or more per semester

Graduate ¾ Time Status = 6 - 8 credits per semester

Graduate ½ Time Status = 4-5 credits per semester

Graduate less than ½ Time Status = 3 credits or less per semester

AUDITING A COURSE

A student may audit any course without taking an examination or receiving credit. Those desiring to audit a course must register for the course and pay tuition and fees. Tuition is half the cost of a course taken for credit. If a student desires to change from audit status to credit status, he/she must do so before the first examination.   (Audit courses cannot be certified for Veteran's benefits).

CLASS ATTENDANCE

Class attendance and participation are important.

 An on-campus student may not miss more than two classes per sixteen-week semester in an on-campus course. Online student attendance is recorded by submission of weekly assignments in the internet based learning management system. Online students who miss more than two weeks of assignment submissions may be administratively withdrawn from a class without a refund of tuition and fees.

Any student who misses more than two classes out of a sixteen-week period will receive an "F" unless an emergency or special arrangement approved by the professor and the Academic Dean has been made. Tardiness of fifteen minutes or more for three class periods will be counted as one absence. (Students receiving Veterans Benefits are monitored for attendance by the Veterans Administration).

PROBATION AND DISMISSAL

Any student who fails to achieve a 2.0 grade point average or better will be placed on academic probation for the following semester. If the student fails to achieve a 2.0 grade point average at the end of the next semester, he or she may be academically withdrawn from classes. If the student is a veteran, the VA will be notified immediately of the change in academic status.

When a student fails to make satisfactory progress because of conduct or a disciplinary problem, the student may be placed on probation or dismissed. If the student is a veteran, the VA will be notified immediately of the change in academic status. If the cause of the unsatisfactory conduct or progress has been corrected, and it is believed through counseling that the program the veteran or eligible person now plans to pursue is suitable to the student's ability and interest, the student may be re-certified for entrance to an approved educational program.

INACTIVE STUDENT STATUS – BREAK IN ENROLLMENT

CCS classifies current students as students who are enrolled on the first day of any class, course, or program for which the student registered plus 1 semester subsequent to the last day of the last course the student was enrolled in. If the student has not registered and attended a class in the last two semesters, the student will be placed in "inactive" status. Students interested in returning to the college must reapply to the college (and pay the new student fee) and will be placed in the current year's academic catalog programing. Students who register and withdraw from all classes two semesters in a row (spring, summer, or fall) will be considered "inactive".

STUDENT RECORDS

Student records, grades, and transcripts are kept indefinitely.

ON-CAMPUS FACILITIES FOR STUDENTS

Computer Use:

The CCS library has one desktop computer, one printer, and four Chrome books for student, faculty, and staff use. These resources are available for searching the internet, completing writing and research projects, and accessing the CCS online digital library. Student assistance is available in the CCS administrative building for resources, printing, or using the online digital library. During midterm and final exam weeks, access to the computer resources may be limited to two-hour appointments.

Reading and Study Areas:

Students, faculty, and staff may use the administrative building for study. Responsible food and drink consumption is permitted throughout campus. While using computer equipment, please keep drinks securely capped.

Wireless Network:

A public wireless network is available throughout campus. Access passwords are posted in the administration building.

Instructional Technology Support:

CCS administrators assist students, faculty, and staff on a variety of technical issues. Please reach out for assistance if help is needed with computers, printers, copiers, and projectors.

Print Book Stacks On-Campus:

The college strives to collect quality collections of books for scholarly, theological, and biblical research. Books are screened for appropriateness and biblical soundness. All books are available to check out from the library for student, faculty, and staff use except reference books that are appropriately labeled as in-library use only.

COLLEGE-WIDE GRADING SYSTEM

Letter Grade	Number Grade	Point Equivalents	Grade Points
A	95-100	950-1000	4
A-	90-94	900-949	3.7
B+	87-89	870-899	3.3
B	84-86	840-869	3
B-	80-83	800-839	2.7
C+	77-79	770-799	2.3
C	74-76	740-769	2
C-	70-73	700-739	1.7
D	60-69	600-699	1
F	59/below	599-0	0
W	Withdrew	Withdrew	0
WP	60-100	600-1000	0
WF	0-59	0-599	0
I	Incomplete	Incomplete	0

SCHOLARSHIP PROCESS

Below is the current list of CCS scholarships for CCS educational programs. Applications are ongoing.

CCS Scholarship Policies

Scholarships are subject to change at any time. Only one scholarship may be used per student. Students must apply to the college as usual and must be accepted to the college prior to the scholarship award.

Life Experience for College Credit Application Link https://forms.gle/w8ZbiuyfjyJ29iQU8

Learn more about the academic programs of Cornerstone College & Seminary at our website at: www.CornerstoneCollegeVA.org or call 540-898-5077.

All CCS scholarships listed above require the scholarship student to maintain a grade point average of 2.0 (GFMS 2.7 GPA). Students who fail a course may be refused renewal of the scholarship. Scholarship students must maintain continuous enrollment.

Gary Foss Memorial Scholarship Academic Policy

All scholars understand that their progress at Lancaster Bible College (LBC) will be visible to their Cornerstone College & Seminary (CCS) advisors. If CCS advisors do not have direct access to their course progress, GFM Scholars may be asked to present their progress to their CCS advisor or the CCS Registrar.

All scholars must maintain full-time enrollment and must graduate within two years of the awarding of the scholarship. The sum of CCS and LBC credits must be 12 or greater during each fall and spring semester. If a student desires to enroll in fewer classes in a given term and make up the difference during a summer term, they must obtain guidance from their advisor, the CCS Registrar, and the Provost.

All scholars must maintain a GPA of 2.7 or higher. Any student who receives a C- or below in any class may be a candidate for academic probation.

Scholars who have an F or who fail to participate in their LBC class must withdraw from the class before the end of LBC's add/drop period, or they will be charged LBC's tuition.

Any scholar who fails to meet the minimum GPA requirement in a given semester will be placed on probation and/or will be asked to meet with a representative group from the Scholarship Selection Team (SST). The SST reserves the right to recommend withdrawal of all or part of the scholarship if the members are not sufficiently convinced that the student is committed to improving. The Final Selection Team (FST) will make the final decision.

Gary Foss Memorial Scholarship

Eligibility	Merit-Based Scholarship
Student Type	Undergraduate – Associates Degree
Percentage of Coverage	100% discount on tuition & fees (Textbooks are student's responsibility)
Qualifications	3.2 High School GPA, 18-23 years of age
Maintenance in College	Full-time status, GPA minimum, minimum course grade of a "C", attendance in class.
Application Process	Apply at the CCS website: www.CornerstoneCollegeVA.org Click on the "Apply Now" button

Carson Riley Memorial Scholarship

Eligibility	Need-Based Scholarship
Student Type	Undergraduate & Graduate
Percentage of Coverage	10-50% discount on tuition (Fees and textbooks are student's responsibility)
Qualifications	Based on financial need
Maintenance in College	Annual renewal, GPA minimum, minimum course grade of a "C", attendance in class.
Application Process	Apply at this link: https://forms.gle/xBw7XdpgUmGvHq8a7 Apply at the CCS website: www.CornerstoneCollegeVA.org Click on the "Apply Now"

Ministry in Place Scholarship

Eligibility	Activity Based Scholarship
Student Type	Undergraduate & Graduate
Percentage of Coverage	25% discount on tuition (Fees and textbooks are student's responsibility)
Qualifications	Current service as a church pastor or church leader
Maintenance in College	Annual renewal, GPA minimum, minimum course grade of a "C", attendance in class.
Application Process	Apply at this link: https://forms.gle/yw71QvtHSQD937fy5 Apply at the CCS website: www.CornerstoneCollegeVA.org __ Click on the "Apply Now"

One Life Partnership Scholarship

Eligibility	Activity Based Scholarship
Student Type	Undergraduate
Percentage of Coverage	$100 per credit tuition cost (Fees and textbooks are student's responsibility)
Qualifications	Graduate of the One Life Gap Year Program
Maintenance in College	Annual renewal, GPA minimum, minimum course grade of a "C", attendance in class.
Application Process	Apply at this link: https://forms.gle/JqEA793UD6enMfqg6 Apply at the CCS website: www.CornerstoneCollegeVA.org Click on "Apply Now"

One Third Partnership Scholarship

Eligibility	Activity Based Scholarship
Student Type	Undergraduate & Graduate
Percentage of Coverage	33% discount on tuition (Fees and textbooks are student's responsibility)
Qualifications	Student must have church pay 33% and self-pay 33% tuition
Maintenance in College	Annual renewal, GPA minimum, minimum course grade of a "C", attendance in class.
Application Process	Apply at this link: https://forms.gle/MrTG1Z2qUAwXBWgD6 Apply at the CCS website: www.CornerstoneCollegeVA.org Click "Apply Now"
Application Process	Apply at this link: https://forms.gle/9FmyYehR1AhNFryi9

First Responder & Educator Scholarship Discount*

Eligibility	Status-Based Scholarship
Student Type	Undergraduate & Graduate
Percentage of Coverage	20% discount on tuition (Christian educators pay no semester student fees)
Qualifications	Currently employed as a first responder or educator
Maintenance in College	Part-time or Full-time enrollment, GPA minimum, minimum course grade of a "C", attendance in class.
Application Process	Apply at this link: https://forms.gle/CemqPP2htmT7xJSH9

*Christian educator special scholarship discount "The first 2 are on us". First two classes for degrees are free (with student fees waived). The remaining classes are at the current full tuition rate.

All scholarships are subject to change.

INCOMPLETE COURSE POLICY

Students who are unable to complete coursework by the last day of class due to unavoidable circumstances such as personal illness/injury or family emergencies may request an extension of two weeks from the course professor. CCS strives to create an environment for student academic success. While it is recognized that extenuating circumstances can occur, CCS requires that students complete all coursework within the time allotted per semester or term. If a student has documented extenuating circumstances that prohibit him or her from completing the coursework, the professor has the option to extend an extension to the student for an additional two weeks after the official course end date for the student to complete assignments. The professor will post the current course grade for the student within 7 days of the end of the course. If the student completes additional assignments that increase the points earned in the course resulting in a course letter grade change, the professor will submit a grade change to the Dean of Students. If the student does not earn additional points that result in a letter grade change for the course, the original course grade remains on the student's record. No exceptions may be made except by the permission of the professor and the Academic Dean. Students are encouraged to reach out for assistance from their professor promptly at any time they are struggling in a course.

GRADUATION REQUIREMENTS

There are specific requirements in order to be eligible to graduate from a CCS program.
 1. The student must adhere to the required level of academic achievement for their degree program.
2. The student must earn a final total cumulative grade point average of 1.7 on the CCS college grade point scale.
3. The student must be in a good financial standing with all tuition and fees paid in full.

For Credit
1. Undergraduate certificate: completion of 12-15 undergraduate level credits in a prescribed curriculum
2. Diploma: completion of 30 undergraduate level credits in a prescribed curriculum
3. Associate degree: completion of 60 undergraduate level credits in a prescribed curriculum
4. Bachelor's degree: completion of 120 undergraduate level credits in a prescribed curriculum
5. Master's degree: completion of 36 graduate level credits in a prescribed curriculum
6. Graduate Certificate: completion of 12 graduate credits in a prescribed curriculum
7. Doctoral degree: completion of 40 doctoral credits in a prescribed curriculum

Course Levels
1. Undergraduate courses are numbered 100, 200, 300 and 400 and are all 3 credits
2. Graduate courses are numbered 500 & 600, all 3 credits

3. Doctoral courses are numbered 700, 800 and 900, all 4 credits

Non-credit
1. Course Certificate: Completion of an enrichment course. (Earns 2 CEUs)
2. Program Certificate: Completion of 8 CEUs in a prescribed curriculum

Some students may earn more credits than the degree program requires due to various factors such as electives, transfer credits, life experience credits, or other reasons.

VETERAN TUITION POLICY

**In accordance with section 3679 (e), students who are eligible for veteran's benefits but whose disbursements are delayed are NOT charged late fees. They will neither be prohibited from attending classes or using school resources, nor will they be required to borrow funds as their benefits are pending. Students are, however, required to produce the VA Certificate of eligibility on or before the first day of class.

***Veterans have a different refund policy: Cornerstone College & Seminary has and maintains a policy for the refund of the amount charged for tuition, fees, and other charges for a portion of the course that does not exceed the approximate pro rata portion of the total charges for tuition, fees, and other charges that the length of the completed portion of the course bears to the total length. CCS may charge a sum which does not vary more than 10% from the exact pro rata portion of such tuition, fees, and other charges. Where the established registration fee is more than $10, the amount in excess of $10 will be subject to proration.

VETERAN TUITION REFUND SCHEDULE

Percent of Program Hours Completed	Percentage of Refund Owed
10%	90%
20%	80%
30%	70%
40%	60%
50%	50%
60%	40%
70%	30%
80%	20%
90%	10%
100%	0%

VETERAN GRIEVANCE POLICY

The Virginia State Approving Agency (SAA), is the approving authority of education and training programs for Virginia. The SAA investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact the SAA office via email saa@dvs.virginia.gov.

VETERAN BENEFITS

This institution is approved to offer GI Bill® educational benefits by the Virginia State Approving Agency. Courses by correspondence or distance learning are not approved for VA benefits.

Servicemen, veterans and their dependents will be assisted in every way possible in their academic pursuits. Interested students must submit a VA Certificate of Eligibility on or before the first day of class in order to be enrolled. Additional information is available from the Registrar. The VA will be notified of any change in the status of your enrollment, to include placed on probation, dismissal, failure, or academic withdrawal.

VETERAN RELIEF, REFUND, AND REINSTATEMENT TUITION GUIDELINES

Tuition and Required Fees. Catalog p.16ff
Room and Board. N/A

1. Deposits. The new student application, registration, and student services fees will be refunded if a student withdraws for military service with no plans to return. If the student plans to return, CCS may hold the fees as a credit toward the term in which the student will enroll.
2. Academic Credit. Students who are forced to withdraw for military service will receive the designation "incomplete" or "IP" on their transcripts. Incompletes must be addressed before the start of the next major term (fall or spring) or at a time agreed upon by student and professor considering the student's circumstances.
3. Reinstatement.
   a. General Provision: A student is entitled to reinstatement without having to re- qualify for admission if:
      i. the student returns to the same institution after a cumulative absence of not more than five years, and
      ii. the student provides notice of intent to return to the institution not later than three years after the completion of the period of service.
   b. Institutional policies will defer to the provisions of the Higher Education Opportunity Act for application of relevant exceptions to these time periods.
   c. Reinstatement into Specific Program of Study: Students will be counseled on a case-by-case basis regarding the effect of their absence on the completion of their program. Students will be able to re-enroll in the same course of study if the coursework related to the degree is available. If the courses are not available, the Registrar and Provost shall make provisions to accept equivalent coursework toward the old program or to enroll the student in an equivalent new program.
4. Deferral of Enrollment: All students may defer their enrollment for up to one year. Veteran students may defer their enrollment for up to one year after they are approved for benefits.

5. Documentation. To preserve their prerogatives under these policies, students must submit written notice of their military service before they depart. Students must also have submitted a VA Certificate of Eligibility to the Registrar.

CCS EXTENSIONS

Cornerstone College & Seminary has two classroom extension sites to accommodate students living in different areas within the Commonwealth of Virginia*: Louisa County, Shiloh Baptist Church (Old Site) and King George County, Little Ark Baptist Church.

*Note - Eligible veterans will be certified only at the main campus at this time.

INCLEMENT WEATHER

Cornerstone College & Seminary has its own weather closing policy. Students will be notified via text and email in the event of a cancellation through our Populi student management system. Students are asked to provide the most recent contact information to the office. Students are responsible for keeping their address, phone, and email information up to date in Populi.

SPIRITUAL FORMATION DEVELOPMENT REQUIREMENTS

The life of a growing, vibrant Christ follower includes diverse experiences. CCS students enrolled in two or more on-campus courses for the term will be required to attend regular spiritual formation development events. Students have on-campus opportunities for spiritual growth and community connection. CCS's Spiritual Director connects regularly with students.

Spiritual formation events include

- CCS weekly chapel services (required for on-campus day students)
- CCS weekly small group gatherings
- CCS mentoring sessions
- Sunday Worship Services at Redeemer Bible Church located across the quad from campus
- Sunday young adult group Bible study at Redeemer Bible Church
- CCS RightNow Media online videos and Bible studies
- CCS mission trips
- Students are welcome to visit the spiritual formation advisor on campus and pursue any request, question, or concern in person.

CODE OF ETHICS

We, the members of the Cornerstone College & Seminary ("CCS") community, abide by a Code of Ethics ("Code"). Under this Code, we accept responsibility for maintaining the highest standard of conduct in the academic as well as personal areas of our life together. We will strive for relationships that exhibit honesty, integrity, and decency which are characterized by honor, respect, and love. Thus, we expect that our students, staff, and faculty will adhere to the moral conduct set forth by the Bible itself. We will seek to provide an atmosphere conducive to developing Christ-like character of modesty and humility within the entire community; and any lack of moral or academic integrity will be deemed as inappropriate conduct as set forth by this Code.

Examples of conduct that will constitute a breach of this Code include, but are not limited to, plagiarism, cheating, violence, lawlessness, illegal drug use, excessive drinking, and drunkenness. Romantic intimacy and/or sexual acts outside of biblically defined marriage for Christians (i.e., one man and one woman) are not acceptable for any member of the CCS community. Drugs and alcohol are strictly prohibited on CCS grounds. Falsely accusing any other member of the CCS community of violating the Code and providing false testimony against any person accused of such a violation are breaches of the Code as well. A person who personally knows a violation of the Code has occurred, should follow the principles in Matthew 18 to approach the person about their conduct. If repentance is not observed, a person who personally knows a violation of the Code has occurred, but fails to report such information, breaches the Code themselves; the sole exclusion to this requirement is information obtained in confidential faculty and staff counseling relationships with students except in situations of criminal or in harmful nature to self or others. This exclusion is intended to provide a redemptive mechanism to assist students in integrating theology and practice and in no way is designed to excuse behavior that breaches the Code.

CCS reserves the right to discipline or dismiss any student, faculty, or staff member who is found guilty of violating the Code or whose attitude and behavior are not in harmony with the moral ideals of the school, this Code of Ethics, or the moral standards of the Bible.

CODE OF ETHICS: STATEMENT ON MARRIAGE, GENDER, AND SEXUALITY

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen 1:26-27.) Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning: the uniting of one biological man and one biological woman in a single, exclusive union, as delineated in Scripture. (Gen 2:18-25.) We believe that God intends sexual intimacy to occur only between a biological man and a biological woman who are married to each other. (1 Cor 6:18; 7:2-5; Heb 13:4.) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt 15:18-20; 1 Cor 6:9-10.)

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom 10:9-10; 1 Cor 6:9-11.)

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28-31; Luke 6:31.) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture.

SEXUAL HARASSMENT POLICY

Sexual Harassment is defined as conduct based on sex that occurs within a CCS education program or activity that is unwelcome when the individual did not request or invite the conduct, and regarded it as undesirable or offensive. The fact that an individual may have tolerated the conduct does not mean that they welcomed it. Sexual harassment is a violation of the college ethics policy and will not be tolerated among any individual on campus including but not limited to staff, administration, faculty, students, volunteers, and visitors. The process for reporting harassment is detailed below in "Ethics Violation Adjudication Process". Victims of sexual harassment are encouraged to report the event immediately to an administrative staff member.

Students who receive counseling, tutoring, or mentoring in a mixed gender format from other students, administration, or faculty are encouraged to do so in an observable, public forum to avoid one-on-one, private conversations. This helps keep the campus community above reproach in interpersonal interactions.

PLAGIARISM, ARTIFICIAL INTELLIGENCE (AI), AND ACADEMIC HONESTY

Student Writing Policies

1. All assignments college-wide will be prepared in accordance with the current MLA style of formatting.

2. Assignments will be submitted through electronic upload into Populi online or through hard copy submission in class (with the permission of the teaching professor). Students should refer to the course syllabus or course professor for specific instructions.

3. Submitting late assignments is up to the discretion of each course professor.

4. Submitting "extra credit" assignments is up to the discretion of each course professor.

5. The course requirements as listed in each course syllabus are subject to change by the professor or the college.

6. CCS courses are writing intensive, and the college adheres to a strict plagiarism policy.

7. Students are expected in all written assignments to ensure none of the content is plagiarized. When a student submits an assignment under his or her name, it is understood that the writing is the student's own personal work contemporaneously written originally for the course in which it is submitted (reusing previously written work even if it is written by the student constitutes "self plagiarism" unless the student has prior approval from the course professor). Plagiarism is defined as using the work of another as one's own without giving credit to the source. It is the failure to give attribution to the words, ideas or information of others on papers, projects or any assignment prepared for a course. It includes, but is not limited to:

1. Omitting quotation marks or other conventional markings around material quoted from any source;
2. Paraphrasing, summarizing, or quoting a passage from a source without referencing the source;
3. Purchasing or acquiring material of any kind and representing it as one's own work; and replicating another person's work and submitting it as one's own work.
4. Plagiarism can be intentional and unintentional. Intentional plagiarism occurs when the student types word for word or copies and pastes direct words from a source. Unintentional plagiarism occurs when a student does not master the material to the degree he/she can write in his/her own words resulting in using phrases, ideas, words, and factual information directly from the source. The best way to avoid plagiarism is to read, study, and master the source information while making brief notes. The student then sets the source information aside and while using his/her own brief notes crafts polished grammatically correct sentences.
5. Student use of AI (Artificial Intelligence) to write papers for assignment submissions is not in adherence to the student code of ethics at CCS.

POLICY CONCERNING THE ACADEMIC USE OF ARTIFICIAL INTELLIGENCE

Background

As Christians, truth and integrity are primary tenets of our faith, and we are commended by the Apostle Paul to: "Be diligent to present yourself approved to God as a worker who does not need to be ashamed, accurately handling the word of truth" (2 Tim 2:15). At Cornerstone College & Seminary (CCS), scholastic honesty and integrity are the foundations upon which an academic career is built. We want our students to not only achieve their educational goals, but to do so with integrity. In ministry, integrity is everything (2 Cor. 1:12; Titus 2:7; and 1 Tim. 4:12). Walking with integrity affirms your witness to the world as an image bearer of Christ (Gen. 1:27). Preparing for ministry is part of your ministry, and choosing to pursue higher education at a Christian college shows your desire to use your mind to serve God. "The mind of the discerning acquires knowledge, And the ear of the wise seeks knowledge (Prov 18:15).

The recent development of Artificial Intelligence (AI) tools has prompted questions about whether they are suitable for academic purposes. There are many ethical concerns, the chief among which is that AI draws from myriad sources to respond or provide information as a human. An AI-produced response cannot be challenged, critiqued, or evaluated because it is not attributed to specific sources. It is, essentially, a 'crowdsourced' synthesis of data, functionally equivalent to citing Wikipedia in a formal academic paper. Because AI responses have no attributional pedigree, use of AI tools should be limited in academic settings. While there are many opportunities for abuse, not all uses of AI are considered unethical. Here are some examples of ethical uses of AI in academic environments:

● Research Assistance: AI can aid in topic selection, source finding, key concept identification, and exploring diverse perspectives on a subject.

- Brainstorming and Outlining: AI can be prompted to generate ideas.
- Summarization: AI can help distill lengthy journal articles or academic research papers into concise summaries and can help the student understand complex materials. (Note that any summaries used in assignments must cite their original source, not the AI that produced the summary.)
- Data Visualization: AI tools can be used to create charts, graphs, and other visual representations of data, enhancing the presentation of research findings.
- Data Analysis.AI tools can analyze complex data sets and identify relationships among data, as well as summarize key findings suggested by data.
- Accessibility Support: AI can be employed for text-to-speech or voice recognition, provide captioning or transcripts of media sources, and otherwise convert learning materials into multimodal forms, enabling more effective support for the diverse needs of learners.

If a student is ever in doubt whether their planned use of AI is ethical, they should consult their instructor or leadership at CCS. The policy that follows acknowledges ethical use of AI, while also prohibiting unethical use of AI. We encourage students to understand this policy and seek clarification if any aspect of the policy is unclear.

Scope

This "Policy Concerning the Academic Use of Artificial Intelligence" is for students, faculty, and staff at CCS. It applies to all academic work. For clarity, this policy refers to AI tools that are of a general "query-answer" style, such as Bing CoPilot, Chat-GPT, among others. It does not refer to purpose-built AI capabilities, such as dedicated grammar checkers, which are integrated into common productivity software. To say it simply, this policy applies to those AIs in which you can ask a question, and the AI responds with a detailed answer of words that are not your own.

Policy

All work by students must be an original creation by the student. The exception is for works to which the student has given proper credit by use of proper citations. The use of AI to create novel content for academic purposes is prohibited. There are two exceptions to this prohibition: 1) an instructor specifically authorizes use of AI for a specific purpose; and 2) the student's use of AI is within the "ethical use" exceptions (see background section of this policy for what is considered ethical use). When AI is used under these exceptions and the results are incorporated into a student's submission, the use of AI must be disclosed (cited) within the resultant paper or product.

The use of AI to academically cheat is prohibited. Forms of AI cheating include, *inter alia*, producing papers or writing prompt responses (in whole or in part), creating essays (in whole or in part), plagiarizing, assisting in answering test questions, helping to paraphrase a quote, using AI to summarize another's work when the assignment requires a summary, or in any other way defeating standards of academic and Christian integrity. If in doubt, the principle the student must remember is that all work must be a student's own creation unless properly cited as the work of others.

Students should understand that detection methods of AI use and AI evasion are employed by CCS. The use of AI without prior permission will be considered tantamount to plagiarism since AI generated material contains unacknowledged and uncited content.

ETHICS VIOLATION ADJUDICATION PROCESS

1. Students may report ethics violations to any member of faculty or staff.

2. The faculty or staff member who has discovered or has been informed of the violation must report it to the President or Provost.

3. The President or Provost will task the Ethics Committee to investigate the matter, gathering information from as many eyewitnesses as possible and from the person accused of wrongdoing.

4. If the Committee has probable cause that the accused has violated the Code of Ethics, it may require that the accused attend a formal hearing.

   a. The accused may choose to have representation and/or witnesses present.

   b. The Ethics Committee is strongly encouraged to allow the accused person to record formal hearings.

      i. However, mass distribution without the expressed written consent of the chosen representative of the Ethics Committee and the accused person is prohibited.

5. If the Committee is not convinced that wrongdoing has occurred, then it will notify the President or Provost in writing.

6. If the accused person confesses to an ethics violation, the Committee can use the confession to submit its judgment to the President or Provost.

   a. If the Committee is not satisfied with the confession, it may require that the accused person attend a formal hearing to establish further wrongdoing.

7. If wrongdoing has been established, the Committee shall recommend discipline to the President or Provost, who shall have the discretion to act in accordance with the recommendation.

   a. The Ethics Committee may recommend dismissal as a form of discipline.

      i. The offending party must appeal the decision to the CCS Board within 7 days.

      ii. Any decision of the Board based on the appeal shall be final.

      iii. A dismissed student may reapply for admission no sooner than two regular terms after the offense (e.g., a student dismissed in fall may reapply for the next fall term). The Ethics Committee may make an admissions recommendation.

   b. Any recommendation short of dismissal must come with a pathway to restoration.

STUDENT GRIEVANCE POLICY

Purpose statement: Provide a fair, equitable, orderly, and efficient pathway for students to find a solution for grievances in academic and student services matters.

Recipients of services: Current CCS students

Provider of services: Student Grievance Counsel (Dean of Students, chair; Dean of Academics, Administrative Dean, and one faculty member)

Examples of academic grievances: Arbitrary and /or capricious action by a faculty member, application of academic policy, final course grade dispute, unjust dismissal from a program.

Examples of Student services grievance: Arbitrary and/or capricious action by staff, interpretation of college policy, unfair application of college policy.

The purpose of this grievance policy is to provide a fair, equitable, orderly, and efficient process of additional formal support for students who cannot find resolution through the information steps in problem solving at the college. Students who initially have a problem will take the following steps prior to filing a formal grievance report with the Student Grievance Counsel.

Level 1 Academic grievance:

1. The student will meet with the professor for a resolution. If that is not sufficient, the student takes step two below.
2. The student will meet with the academic dean to find resolution.

Level 1 Student services grievance:

1. The student will meet with the staff or faculty member in charge of the service for a resolution. If that is not sufficient, the student takes step two below.
2. The student will meet with the administrative dean to find resolution.

Students are expected to follow the above informal grievance steps prior to filing a formal grievance complaint with the Student Grievance Counsel. If the student is not satisfied with the outcome from the level 1 process, the student will then proceed to a level 2 complaint.

Level 2 Academic or Student Services Grievance

Upon receiving a student formal grievance form, the student grievance counsel will fact find, meet with the student, meet with the involved staff or faculty members, and formulate an action plan, and render a written decision within 15 business days unless additional time is needed due to extenuating circumstances. Students must file a formal grievance form within 30 business days or six weeks from the date of the situation. The grievance form may be submitted to the Dean of Students through the grievance form link: https://forms.gle/oUtC2y5cT4NB5P1T9

The grievance form may also be found on the college website under student services.

Level 3 Academic or Student Services Grievance

Should a student continue to be unsatisfied with the formal grievance decision by the Student Grievance Counsel, the student may make an appeal to the college president. The student must email the Dean of Students to make this request within 20 business days of the counsel's grievance decision. The appeal

decision from the college president is final and the president's decision will be delivered to the student via email.

The Student Grievance Counsel will investigate and take appropriate disciplinary action with any student who retaliates against staff, students, faculty, or the college based on the final grievance decision.

The college maintains written and/or electronic records of all grievances. Counsel meetings with students will be recorded.

Unless there is a risk to the safety of students, staff, or others, the student may continue in the class and/or program while the counsel investigates and a final decision is made.

Once the counsel makes a Level 2 decision, the student may be removed from the class, program, and/or college.

The Student Grievance Counsel can neither formulate nor change college policies.

ARTICULATION AGREEMENTS

Cornerstone College & Seminary is committed to providing students with clear academic pathways and expanded opportunities for theological and ministry training. As part of this commitment, Cornerstone has entered into formal articulation agreements with two respected institutions: **Forge Theological Seminary** and **Lancaster Bible College**.

Forge Theological Seminary

Cornerstone College & Seminary has established an articulation agreement with Forge Theological Seminary to provide a seamless transition for students pursuing advanced theological education. This agreement allows students in Cornerstone's Bachelor of Biblical Studies (B.B.S.) and Master of Divinity (M.Div.) programs to transfer credits toward Forge's program or other graduate-level offerings, subject to Forge's admission requirements. The partnership supports Cornerstone's mission to equip students for ministry leadership through biblically grounded, academically rigorous programs.

Lancaster Bible College

Through an articulation agreement with Lancaster Bible College (LBC), Cornerstone students may pursue further study in undergraduate or graduate programs offered by LBC. This agreement facilitates credit transfer for courses completed at Cornerstone, subject to LBC's academic standards and transfer credit policies. It is designed to benefit students seeking to deepen their preparation for ministry, counseling, education, or biblical studies in a regionally accredited institutional context.

These articulation agreements exemplify Cornerstone's dedication to academic excellence, student success, and collaborative partnerships within the broader evangelical higher education community. Full details, including eligible programs, transfer credit policies, and admissions procedures, are available through the Office of the Academic Dean.

SIMULTANEOUS ENROLLMENT OPTION (SEO)

The Simultaneous Enrollment Option gives CCS Associate and Bachelor level students the opportunity to earn two degrees:

1. An associate or bachelor's degree from CCS in Biblical Studies.

2. An **accredited** bachelor's degree from Lancaster Bible College in Biblical Studies, Accounting, Business Administration, Marketing, Criminal Justice, Communication, Healthcare Management, Sport Management, or General Studies (for a full list, please visit https://www.lbc.edu/online).

Master's level SEOs are available in ministry and biblical studies degrees with Lancaster Bible College|Capital Bible Seminary.

Students interested in the Simultaneous Enrollment Option may obtain a course plan from the registrar or provost.

*Veterans must discuss eligibility with the Registrar.

ONLINE COURSES

Cornerstone College & Seminary offers undergraduate courses and graduate programs online. A student can register online at: cornerstonecollegeva.org or come into the main office. Undergraduate courses are updated every semester. Please consult the CCS website for updated information. Fully online graduate programs are listed on the CCS website. **Veterans may not be certified for online, hybrid, or faculty-directed courses.**

FACULTY DIRECTED STUDIES

Faculty Directed Study (FDS) requests may be made to the Registrar and are approved by the Academic Dean. CCS offers several core courses in the FDS format for those who may find it difficult to attend classes in person. An FDS form must be completed and approved before the student can begin the class. Veterans may not be certified for FDS.

HYFLEX COURSES

Hyflex courses are 8-week hybrid courses. A portion of the course will be delivered online. Hyflex delivery means that for the face-to-face portion of the class, students may access remotely or in class at their choice.

1. Synchronous learning. Each classroom will be equipped for remote instruction.

2. The professor's lesson planning must make allowances for equitable delivery of educational resources for remote learners.

3. Just as in class, students are required to attend and actively participate in class activities for attendance credit.

ACADEMIC PROGRAMS

CERTIFICATE AND DIPLOMA DIVISION

The Certificate and Diploma programs offer Biblical education to any Christian who has a desire to study God's Word. It is focused on training laity, Sunday School Teachers, and Church Officers. There are no prerequisites to enter these programs, but a high school diploma or GED is recommended.

- Biblical Counseling Certificate – 12 credits in four prescribed courses
- Youth Ministry Certificate – 12 credits in four prescribed courses
- Bible Certificate - 15 credits of undergraduate Bible courses
- Biblical Studies Diploma - 30 credits of undergraduate Bible course work

DEGREE DIVISION

In order to be accepted into the Degree Division, a student must have a high school diploma or GED. The requirements for each of the degrees offered through Cornerstone College & Seminary are for students who have matriculated through FBIS/CCS and met all the requirements of each degree program. These new programs are effective as of July 1, 2022. Students must be continuously enrolled to be grandfathered under an old program. Barring special circumstances, students who have ceased enrollment will be asked to complete requirements for one of the new programs when they choose to resume their studies.

Students transferring from other educational institutions with non-biblical degrees will be required to take prerequisites for the degree program they are entering at Cornerstone College & Seminary.

Transfer students must submit previous school transcripts to the Registrar. They may discuss degree, prerequisite, and course schedule options with the Registrar and/or the Academic Dean.

Associate and Bachelor of Biblical Studies – 60/120 Credits

This degree program is designed to equip students with a comprehensive understanding of the Bible and its application to life, ministry, and scholarship. Through an integrated study of biblical theology, hermeneutics, and exegesis, students will explore the unfolding story of God's redemptive plan and develop the skills to responsibly interpret and communicate Scripture. Grounded in sound doctrine, historical analysis, and practical application, this program prepares students to serve effectively in ministry, teaching, and leadership roles while nurturing personal spiritual growth and a love for God's Word.

Program Goal: The goal of the Bachelor of Biblical Studies program is to prepare students for lifelong study, interpretation, and application of the Scriptures. By developing their understanding of biblical content, theology, and language tools, students will be equipped to fulfill roles in ministry, education, and service within the church and society.

Degree Learning Outcomes. Graduates of the Bachelor of Biblical Studies will be able to:

Comprehend and Explain the Bible
1. Articulate the historical, cultural, and theological context of the Old and New Testaments.
    a. Identify key biblical themes and trace their development across Scripture.
    b. Apply Sound Hermeneutics and Exegesis
2. Utilize appropriate tools, resources, and methods for interpreting biblical texts in their original languages and contexts.
    a. Analyze and critique interpretations for faithfulness to the biblical text.
    b. Integrate Theology into Life and Ministry
3. Explain core Christian doctrines as revealed in Scripture and their relevance to contemporary life.
    a. Apply biblical principles to personal spiritual growth, ethical decisions, and ministry leadership.

b. Effectively Communicate Biblical Truth
4. Demonstrate the ability to teach, preach, and write about Scripture with clarity and soundness.
   a. Contextualize biblical truths for diverse audiences and cultural settings.
   b. Develop Practical Ministry Skills
5. Engage in field-based ministry experiences through practicum opportunities.
   a. Reflect on personal calling, ministry vision, and leadership competencies.

Degree Requirements – Associate & Bachelor of Biblical Studies (60/120 Credits)

Associate of Biblical Studies (60 Credits)	Bachelor of Biblical Studies (ABS plus these courses (60 credits)
Bible & Theology Core – 21 Credits BI 101 Old Testament Survey BI 103 Creation & Covenants: Old Testament I BI 201 Biblical Hermeneutics BI 102 New Testament Survey BI 111 Life of Christ TH 101 Systematic Theology TH 221 Biblical Theology Old Testament TH 222 Biblical Theology New Testament	**Bible & Theology Core – 24 Credits** BI 345 Jesus Christ and His Encounters BI 380 Romans BI 438 Advanced Major Prophets TH 260 Apologetics Defending the Faith TH 325 Theology of Pauline Epistles TH 431 Contemporary Theology BI 450 Biblical Studies Practicum BI 490 Biblical Studies Capstone
General Education – 21 Credits LN 101 Biblical Research and Composition PM 204 Oral Communication in Ministry HT 345 History of Religion in America MT 101 Everyday Mathematics for Ministry MI 110 Cross Cultural Missions SC 120 Fearfully and Wonderfully Made TH 215 How a Christian Should Relate to Gov't	**General Education – 15 Credits** BI 121 The Bible as Literature PM 246 Work, Vocation and Ministry PM 425 Personal Finance & Investment for Christians PM 460 Spiritual Renewal in the Digital Age LN 440 Strategic Communication for Ministry
Electives – 18 Credits BI 120 Making Sense of the Bible BI 262 Life Principles from the OT BI 240 Exegesis and Language Tools MI 330 Understanding People Groups TH 111 Essential Elements of a Biblical Worldview	**Electives – 21 credits** TH 361 Apologetics to World Religions PM 251 Foundations of Biblical Counseling PM 252 Advanced Biblical Counseling PM 310 Strategic Ministry Leadership PM 401 Homiletics/Methods of Teaching PM 415 Spiritual Formation of Ministry Leaders PM 430 Personal Spiritual Development

BBS Degree Requirements

BI 101 Old Testament Survey: Old Testament Survey is a core course exploring all the books of the Old Testament. A holistic presentation of the OT that introduces the student to historical, cultural, literary, and methodological issues. The course includes introduction to the authorship and contents of the Old Testament books with attention given to important persons and places, as well as to key events in the 1500-year history of the Old Testament. Emphasis in the course will address the book's biblical-theological development in order to reclaim its practical use and teaching in the church. Special emphasis is also placed on historical perspectives of Christology - the heralding of Christ the Messiah.

BI 102 New Testament Survey: A survey of the historical, critical and theological study of the literature of the New Testament. This course includes the 27 books of the New Testament, including Gospels, Acts of the Apostles, Pauline Epistles and the Book of Revelation.

BI 121 The Bible as Literature: This course will study the English Bible on its merits as a piece of world class literature. Students will review the authorship and cultural context of the autographs, the history of and concerns surrounding canonicity, translation, and interpretation, the overarching themes of the English Bible as an anthology and the complementary themes found in its individual books, literary genres included, narrative styles used, and cultural currency. Students will ultimately examine their own knowledge and assumptions concerning the English Bible as a piece of literature and engage in interpretation and synthesis based on such review.

BI 162 Life Principals from the OT: In the course, students will discover principles for their lives from concepts found in the Old Testament. Emphasis is placed upon gaining an overview of the Old Testament through a survey of historical figures and lessons we can learn from their lives. Attention is given to the context of each individual as a means of gleaning the overall narrative of the Old Testament.

BI 201 Biblical Hermeneutics: This course is a study of in rightly interpreting the Word of God. The aim of the course is to illustrate the various principles of Biblical interpretation that must be followed if one is to understand the teaching of God's Word. This class is pivotal for anyone who is going preach or teach the Bible.

BI 240 Exegesis and Language Tools: This course equips students with the essential tools and methods for accurately interpreting Scripture by exploring its original meaning. Students will gain hands-on experience using language tools, such as lexicons, concordances, interlinear Bibles, and software resources, to engage with the biblical text in its original languages—Hebrew, Aramaic, and Greek. Through guided practice and case studies, students will develop the skills necessary to analyze word meanings, grammatical structures, and cultural contexts. By the end of the course, students will be prepared to exegete passages responsibly, ensuring their interpretations align with the intended message of the biblical authors.

BI 345 Jesus Christ and His Encounters: The course will look at several of the encounters that Jesus had with everyday people, incidents and events throughout His three-year ministry on earth. Students will learn how to theologically and morally apply to everyday life. This course will help provide preachers, teachers and lay persons with material for personal bible study, Sunday school lessons, teaching and preaching within the church and seminary.

BI 380 The Book of Romans, a fundamental text in the New Testament, provides profound insights into the teachings of the apostle Paul and the early Christian community. This course offers an in-depth examination of the Book of Romans, exploring its historical context, theological themes, and practical applications. Students will delve into the literary structure, language, and cultural background of Romans, gaining a comprehensive understanding of its message and significance.

BI 450 Practicum: This course provides practical application of youth ministry concepts and applications through a variety of field-based education under the supervision and encouragement of an experienced ministry mentor. This course requires 90 hours of field-based learning.

BI 490 Capstone: Students will complete a pre-approved final project that either draws together what they have learned in their major or delves deeper into an area of biblical study.

HT 345 History of Religion in America: This course explores the development and impact of religious beliefs and practices in the United States from the colonial era to the present day. The course will examine the role of religion in shaping American culture, politics, and society, as well as the ways in which American religious institutions and traditions have been influenced by global religious movements. While the focus of the course is the Christian influence on the formation of America, students will study a variety of religious traditions, including Christianity, Judaism, Islam, and Native American religions. They will analyze the historical, social, and cultural contexts in which religions emerge and evolved, and they will explore the ways in which religious beliefs and practices have intersected with issues of race, gender, class, and sexuality in American society. By the end of the course, students will have a deeper understanding of the prominence of religious beliefs and practices in America, as well as the ways in which religion has shaped American culture, politics, and society. They will also develop critical thinking and analytical skills that will help them navigate the complex and dynamic role of religion in contemporary American life.

LN 101 Biblical Research and Composition: This course prepares students to formulate conclusions based on a body of knowledge into organized written works. Students will learn research practices as well as several aspects of writing, including grammar, syntax, tone, and organization.

MI 110 Cross Cultural Missions: This course will lead students to understand the importance of national and organizational cultures in the objective of fulfilling the Great Commission. Jesus said to make disciples and teach "all nations." Any believer who seeks to fulfill this mission in a cross-cultural setting must understand that understanding cultural difference is critical in achieving effective cross-cultural communication. The focus is that we must seek first to understand before we can hope to be understood. The course will enable students to develop communication skills, engage in cultural differences in a multicultural environment, and to understand the cultural dynamics that have been taking place in our increasingly globalized world. Attention is paid to missiological principles with an emphasis on the cultural and religious context, and the development of cultural sensitivity and cross-cultural communication skills for Christian witness.

MI 330 Understanding People Groups: This course investigates cultural anthropology from a distinctly biblical worldview to appreciate the richness and variety of human culture and the context of evangelism. Attention is given to the interface between a biblical worldview and the propositions of cultural anthropology.

MT 110 Everyday Mathematics for Ministry: This course prepares students to see and use the intentional, intelligent design of mathematics all around us. Mathematics was created by God and is for us to discover and use to build His kingdom.

PM 104 Oral Communication in Ministry: J. Michael Sproule (The Heritage of Rhetorical Theory, New York: McGraw Hill, 1997), said: "Americans today seem to have only two real alternatives in coping with the challenges of the era – better speech or sullen silence." For practical ministry, there is a third option. Of course we want to focus on better speech, but we also want to apply that speech in the setting of communicating biblical truths. We will explore both the art and science of oral communication to help you become a better public speaker as you learn best practices and demonstrate the skills of effective oral communication. What you will learn will be applicable in ministry, academic, vocational, and social settings.

PM 246 Work, Vocation and Ministry: In this course students learn biblical concepts that directly apply to work, vocation, and ministry situations.

PM 425 Financial Stewardship for Christians: Provides an overview of the financial planning and investing process. It examines personal incomes and budgets, home and consumer financing, insurance of personal assets, personal investing and retirement planning. Topics covered will include the time value of money, investments, loans and credit, budget planning and cash management, taxes, life and health insurance, and estate planning.

SC 120 Fearfully and Wonderfully Made: This course covers the complexity of the human body as designed by God. Students will expand their knowledge and understanding of the basic organization, structure, and function of the human body. The student identifies anatomy and explains physiology of the human body through comparative vertebrate observation and dissection.

TH 101 Systematic Theology: A survey of the church's essential doctrinal teaching with emphasis and support on the Holy Scriptures. It includes teaching on the Doctrine of the Word of God, Doctrine of God, Doctrine of Man, Doctrine of Christ, Doctrine of the Application of Redemption, Doctrine of the Church, and Doctrine of the Future.

TH 111 Essential Elements of a Biblical Worldview: Whether we recognize it or not, we have all been influenced by various cultural, religious, and family values and morals. As a result, we express personal opinions about these matters. Unfortunately, we often don't pause to examine or clarify why we believe what we believe. As believers, we must be intentional in articulating and validating a personal worldview by defining what is believed and defend why it is believed. This course is an introduction to the concept of a biblical worldview and the understanding that any worldview colors and informs our view on contemporary moral issues. This course will introduce critical thinking skills. Religious and philosophical worldviews will also be explored. As a result of completing this course, each student must critically reflect on the biblical worldview of many viewpoints and ethical issues that society offers, learn how to effectively communicate the biblical/Christian worldview in a multicultural society, and develop a consistently biblical approach to viewing and living our life.

TH 215 How a Christian Should Relate to Government: America developed its government out of the fabric of European monarchies, Renaissance political theories, Enlightenment philosophy and Reformation theology to meet the practical exigencies of life on a constantly unfolding frontier. From colonies to the Constitution and President Washington onward, the United States has developed one of the most unique governing systems in western history. This class will survey the creation of the American government, its development from creation to the present, and its present structure, and evaluate this system against the precepts of a Biblical worldview.

GRADUATE PROGRAM

Master of Divinity – 72 Total Credits

The Master of Divinity (MDiv) program equips students with advanced theological education, practical ministry skills, and spiritual formation to prepare them for diverse roles in Christian leadership and ministry. This rigorous program integrates academic study of the Bible, theology, ethics, and leadership with hands-on application to develop servant leaders who are biblically grounded, theologically astute, and practically skilled for ministry in various contexts.

Degree Learning Objectives. Graduates of the MDiv program will be able to:

1. Analyze and interpret biblical texts in their original languages and historical contexts using advanced exegetical and hermeneutical methods.

2. Articulate a systematic and biblically faithful theology that integrates the major doctrines of the Christian faith.
3. Demonstrate effective communication skills in preaching, teaching, and writing, tailored to diverse audiences and cultural settings.
4. Employ ethical decision-making and spiritual formation principles in personal and professional life.
5. Lead and administrate churches or ministry organizations with integrity, vision, and Christlike character.
6. Engage in theological dialogue and critical reflection on contemporary issues and challenges in ministry.
7. Develop strategies for congregational worship, outreach, teaching and discipleship aligned with the mission of the church.

Degree Requirements – Master of Divinity (72 credits)

Master of Ministry Leadership – 36 credits	Master of Divinity 72 cr. (MML plus these courses)
Bible & Theology Core - 12 Credits BI 550 Graduate Biblical Survey TH 550 Graduate Theological Survey BI 601 Advanced Hermeneutics BI 540 Graduate Exegesis & Language Tools	Advanced Practical Ministry Core - 9 Credits PM 531 The Church and Its Mission PM 510 Leadership Style in Christian Context HT 520 Advanced Christian Ethics (Theology)
Practical Ministry Core - 9 Credits PM 501 Homiletics/Methods of Teaching PM 722 Leading Spiritual Formation PM 620 The Leaders Life and Ministry	Advanced Theology Core - 12 Credits TH 621 Biblical Theology I (Old Testament) TH 622 Biblical Theology II (New Testament) TH 601 On God - His Nature and Work TH 530 Pastoral Theology
Electives & Specializations - 15 Credits BI/PM/TH	Advanced Bible, Theology or Practical Ministry Electives - 12 Credits EN501 Thesis Writing - Capstone Project - 3 Credits

Course Descriptions

BI 540 Graduate Exegesis & Language Tools: This course continues the study of biblical hermeneutics and homiletics by introducing students to the languages the Bible was written in, and gives them tools to understand how the translations of those languages influence the way we understand the Scripture today. The course includes an introduction to the biblical Hebrew and Greek languages and a deep dive into the exegetical method, which will culminate in giving significant attention to converting exegetical work into sermon preparation. This course will help students make the most of the resources available so they can study the meaning of God's Word on a deeper level. The skills gained in this course will help students develop the skills and habits that make an effective preaching/teaching ministry possible.

BI 550 Graduate Biblical Survey: This course will trace the outline of the Bible and address the background and thematic elements of each major genre of Scripture, considering them each individually and synthetically. This survey course will provide the student a working understanding of the overall plan of God as revealed in the Word, providing a foundation for further Bible study.

BI 601 Advanced Hermeneutics: Advanced Hermeneutics is a graduate-level course that studies the principles and methods of interpreting the Bible. The course covers a wide range of topics, including the

nature of language and meaning, the historical context of the Bible, literary forms of the Bible and the role of the reader in interpretation. The course is designed to help students develop their skills in critical thinking and analysis, as well as their ability to communicate effectively about the Bible.

HT 520 Advanced Christian Ethics (Theology): This advanced ethics course explores the difference between "ethics" and "morals" and challenges students to approach ethical topics from a basis rooted in the absolutes of God's Word. Students will learn how to think biblically while examining such critical, timely topics as abortion, euthanasia, bioethics, human sexuality, politics, war, capital punishment, race, the arts and the environment. The Christian walk with God will be strengthened while the student formulates a strategy for a victorious ethical Christian lifestyle in today's world.

EN 501 Thesis Writing - Capstone Project: This course is an independent study course where the student with the assistance of a faculty advisor will complete a thesis research paper or capstone project. It will guide the student through the matters of style, scholarly citation, standard research and application practices, and an expanded array of digital sources.

PM 501 Homiletics/Methods of Teaching: Homiletics begins with Hermeneutics, which is rightly interpreting the Word of God. This course builds on the skills of Biblical interpretation in creating preaching that demonstrates stylistic differences in biblical exposition, with an emphasis on advanced expositional techniques. Special attention will be given to structure, style, and the use of creativity in message development and delivery. This class is pivotal for anyone who is going to teach and preach the Bible.

PM 510 Leadership Style in Christian Context: Course Description: Leadership plays a vital role in shaping organizations and communities, including those within Christian contexts. This course, Leadership Style in Christian Context, provides an in-depth exploration of leadership theories and practices from both traditional business management and biblical perspectives. Students will examine key leadership styles, evaluate their effectiveness in diverse settings, and analyze how biblical principles inform and shape leadership practices. Through case studies, discussions, and reflective exercises, students will develop the skills necessary to lead with integrity, vision, and a commitment to servant leadership, aligning personal and professional leadership strategies with Christian values.

PM 531 The Church and Its Mission: This course explores the biblical foundations and theological framework of the church's mission in the world. This course equips students to critically evaluate historical and contemporary philosophies of congregational worship and outreach, helping them to develop a holistic understanding of how worship and mission intersect in the life of the local church. Students will engage with scripture, theological texts, and case studies to articulate and implement strategies for faithful and effective ministry in diverse cultural contexts.

PM 620 The Leaders Life and Ministry: The Leader's Life and Ministry examines the dynamic interplay between personal life, vocation, and leadership in Christian contexts. This course explores how leaders can integrate their faith into their work, maintain a healthy balance between personal and professional responsibilities, and cultivate practices that reflect Christlike leadership. Special attention is given to the unique challenges faced by Christians in secular leadership roles who seek to make their workplace a ministry and by those in church or ministry settings striving to lead faithfully while ministering to those they serve. Through theological reflection, practical strategies, and case studies, students will develop tools for sustaining their vocation with integrity, balance, and purpose.

PM 722 Leading Spiritual Formation: This course explores critical topics in the territory of spiritual formation for ministry. It begins with an exploration of the processes and goals of spiritual formation in

the life of a Christian leader from a multi-disciplinary viewpoint including personal, biblical, theological, psychological, and historical perspectives. The student is introduced to practices of the Christian faith that promote intimacy with God and Christ-likeness in character with the goal of fostering in others an ongoing personal vitality essential to ministry and the ability to facilitate spiritual renewal and consistent discipleship in others.

TH 530 Pastoral Theology: Pastoral Theology provides an in-depth examination of the biblical foundations and theological principles that undergird pastoral ministry. This course explores the prerequisites, responsibilities, and challenges of the pastorate, emphasizing spiritual leadership, care for the congregation, preaching, and administration. Through scriptural study, theological reflection, and practical application, students will be equipped to fulfill their pastoral calling with integrity and wisdom in diverse ministry contexts.

TH 550 Graduate Theological Survey: This class introduces students to systematic theology and examines seven major doctrinal subjects in detail. Using Scripture as the primary authority in the study, this course will examine evangelical Protestant doctrinal positions, evaluate historic and contemporary points of disagreement, and provide practical applications of these doctrines.

TH 601 On God - His Nature and Work: This course delves into the profound study of God's character, attributes, and actions as revealed in Scripture. This course provides a theological exploration of God's essence, His relational nature, and His work in creation, redemption, and providence. Students will engage with historical and contemporary theological perspectives to deepen their understanding of who God is and how His nature informs His divine purposes and actions in the world.

TH 621 Biblical Theology I (Old Testament): Some doctrine, though very little, can be gleaned through natural revelation. Nearly all of what we know about God and His truth comes from His revelation through Scripture. This course examines the knowledge of God from the Old Testament. Thus, the theology of the Old Testament is concerned with an understanding of God and His self-revelation as it is found in the canonical Scriptures. Two concerns guide the development of our study. The first entails an examination of the underlying unity in the communication of God with Israel. The second deals with the ways God dealt with Israel as His revelation of Himself moved toward a completed salvation in Jesus Christ.

TH 622 Biblical Theology II (New Testament): This course is an analysis of the New Testament from the perspective and methodology of contemporary biblical theology. While not ignoring the Old Testament, it focuses on an exploration of methodological issues and topics in Christian theology. Methodologically, the course will especially examine narrative approaches to Biblical theology. Thematically, the course focuses on the following themes in particular: the mission of God, the person and work of Christ, the person and work of the Spirit, the Kingdom (of God) and the Gospel, a Biblical understanding of the people of God, ethics, and eschatology. The course also explores how these themes relate to the Christian life and ministry.

Doctor of Ministry – 40 Credits

The Doctor of Ministry (D.Min.) in Leadership is a 40-credit professional doctoral program designed to equip ministry leaders with advanced theological, biblical, and practical skills to enhance their effectiveness in ministry. The program integrates rigorous academic research with practical ministry application, empowering students to address complex challenges within diverse ministry contexts.

Through a combination of foundational courses and a robust research component, students will engage in transformative learning that fosters personal growth, enhances professional competencies, and promotes impactful ministry leadership.

The program culminates in a dissertation or ministry project that integrates theological reflection, practical application, and scholarly research, contributing to the broader field of ministry and addressing pressing issues in contemporary contexts.

Degree Learning Outcomes. Graduates of the Doctor of Ministry in Leadership program will be able to:

1. Demonstrate Theological and Biblical Expertise: Apply advanced biblical and theological knowledge to contemporary ministry challenges, integrating faith with practical ministry leadership.
2. Exhibit Research Proficiency: Conduct original research that contributes to the field of ministry, culminating in a dissertation or project that addresses real-world issues within their specialization.
3. Apply Advanced Leadership Principles: Utilize strategic leadership skills to guide churches, organizations, and ministries effectively through change, growth, and cultural engagement.
4. Integrate Ministry and Culture: Critically assess the relationship between ministry practices and cultural dynamics to develop innovative, biblically grounded responses to societal challenges.
5. Promote Ethical and Effective Ministry: Uphold ethical principles and foster integrity in ministry leadership, emphasizing accountability, servant leadership, and effective team dynamics.

Degree Requirements – Doctor of Ministry (40 credits)

Bible & Theology Core - 20 Credits
BI 850 Advanced Biblical Narrative
BI 903 Advanced Hermeneutics and Exegesis
TH 825 Theology of the Pauline Epistles
TH 921 Advanced Biblical Theology Old Testament
TH 945 Advanced Contemporary Theology
Practical Ministry Core - 8 Credits
PM 850 Advanced Philosophy and Practice of Ministry
PM 940 Advanced Team Dynamics in Ministry Settings
Research, Writing & Dissertation Completion - 12 Credits
RE 930 Advanced Biblical Research and Writing
RE 950 Dissertation/Completion Independent Study Part 1 (16 week course)
RE 960 Dissertation/Completion Independent Study Part 2 (16 week course)
RE 970 Dissertation Defense (0 Cr)

Course Descriptions

BI 850 Advanced Biblical Narrative: This course will trace the outline of the Bible and address the background and thematic elements of the entirety of scripture, considering each book individually and synthetically. The purpose is to provide the student a working understanding of the overall plan of God as revealed in the Bible, providing a foundation for further Bible study.

BI 903 Advanced Hermeneutics and Exegesis: This course is an advanced study of the principles and methods of biblical interpretation. Students will explore the history of interpretation, the nature of language, the role of context, and the various interpretive approaches that have been used throughout church history. Specific attention is given to biblical hermeneutics focusing on the

literal/grammatical/historical method of interpretation. This course will consider comparative and historical methods for biblical interpretation and delineate theological implications for faith and practice. The outcome is that students will learn to analyze and evaluate different interpretive methods, and to develop their own interpretive skills.

PM 850 Advanced Philosophy and Practice of Ministry: Advanced Philosophy and Practice of Ministry is a graduate-level course that examines the philosophical and practical foundations of ministry. Students will begin by exploring the biblical foundation of ministry, the role of leadership in a ministry and the relationship between theology and ministry. With this foundation students will dig into the relationship between ministry and culture, the ethical dimensions of ministry and the challenges and opportunities facing ministry in the 21st century. The course will be taught in a seminar format, and students will be expected to participate in class discussions, write papers, and complete a final project.

PM 940 Advanced Team Dynamics in Ministry Settings: Advanced Team Dynamics in Ministry Setting is a graduate-level course that examines the complex and dynamic nature of teams in ministry content. In the spectrum of the local church, there are a great many small ministries, but for all intents and purposes there are no churches run by just one person. Even in the setting of a single pastor, there are still teams of volunteers that drive ministry efforts. Given that reality, this course will explore the following topics dealing with teams (regardless of size), including team composition, development, and communication. And then because all teams are composed of people, students will learn to deal with conflict resolution, ethics, motivation and performance. And then, since all leadership is management of and through change, attention will be given to decision-making, innovation and change management.

RE 930 Advanced Biblical Research and Writing: This course is an advanced study of the methods and techniques of biblical research and writing in preparation for the completion of a doctoral dissertation or project report. Focus is given to methodologies of advanced research and the process of writing a dissertation research paper. Students will learn how to identify and formulate a research question, conduct a literature review, evaluate sources and the proper format of a dissertation according to MLA formatting.

RE 950 Doctoral Research and Writing I: This course is the first in a two-part sequence designed to support Doctor of Ministry students as they conduct research and begin writing their dissertation or dissertation project. Building on their approved dissertation proposal, students will engage in advanced research, develop a detailed outline, and write initial sections of their work. The course emphasizes disciplined research practices, effective writing strategies, and theological integration to produce a scholarly and ministry-relevant dissertation. Individualized mentorship and peer collaboration will provide accountability and feedback to ensure steady progress.

RE 960 Doctoral Research and Writing II: This course is the second in a two-part sequence designed to support Doctor of Ministry students as they complete their dissertation or dissertation project. Building on the research and writing completed in Doctoral Research and Writing I, students will finalize their remaining chapters, integrate feedback from advisors and peers, and prepare their work for defense or presentation. The course emphasizes the refinement of scholarly writing, practical ministry application, and theological depth, culminating in the submission of a high-quality dissertation or project that contributes meaningfully to ministry contexts.

RE 970 Dissertation Oral Defense: The doctoral candidate will present his or her final dissertation results to a dissertation committee for review and approval.

TH 825 Advanced Theology of Pauline Epistles: This course delves into the rich theological world of the Apostle Paul, exploring his central themes, nuances, and lasting impact on Christianity. Through critical engagement with his major epistles, you will gain a deeper understanding of Paul's thought, its historical context, and its ongoing relevance for faith and practice. The course will equip you with interpretive skills, critical thinking, and the ability to articulate Pauline theology in contemporary conversation.

TH 921 Advanced Biblical Theology Old Testament: Some doctrine, though very little, can be gleaned through natural revelation. Nearly all of what we know about God and His truth comes from His revelation through Scripture. This course examines the knowledge of God from the Old Testament. Thus, the theology of the Old Testament is concerned with an understanding of God and His self-revelation as it is found in the canonical Scriptures. Two concerns guide the development of our study. The first entails an examination of the underlying unity in the communication of God with Israel. The second deals with the ways God dealt with Israel as His revelation of Himself moved toward a completed salvation in Jesus Christ.

TH 945 Advanced Contemporary Theology: This course exposes students to important shifts and trends in contemporary Christian thought and provides an enriching context for discussion and theological reflection. The central theme of the course is doing theology contextually. We will be examining the relationship between context and theology, both observing how context inevitably (and rightly) shapes the practice of theology and probing the limitations of context for faithful theological reflection. Four themes will serve as test cases for analyzing the relationship between context and theology: missional ecclesiology, science and Christian faith, liberation theology, and sex and gender.

LEARNING AND EDUCATIONAL RESOURCES FOR STUDENTS

Library Resources for All Students

All CCS students have access to library resources through a multitude of means:

Library Resources
CCS LIRN Online Digital Library
Populi Online E-book Library
CCS on-campus library books on loan by mail,
Blue Letter Bible
Local college library near student

All CCS students are encouraged to reach out to the following CCS staff members for library assistance:

Karen Tate, Librarian   ktate@cornerstonecollege.org
Sara Pensgard, Research Librarian   spensgard@cornerstonecollege.org
Julie Wallace,Library Assistant & Dissertation Advisor   jwallace@cornerstonecollege.org

Call the CCS campus at 540-898-5077 if you need assistance.
All library services are available to on-campus and online students.

LIRN Digital Research Library

Current CCS students have access to the online CCS Digital Research Library. Perform research and find study help online. The CCS Online Library provides students with access to a wealth of academic resources, including digital books, scholarly journals, and research databases. Whether you're writing a paper, preparing a sermon, or diving deeper into biblical studies, the online library is available 24/7, ensuring you have the tools you need at your fingertips. For on-campus students, physical resources are also accessible, offering a quiet and resourceful environment for study and research.

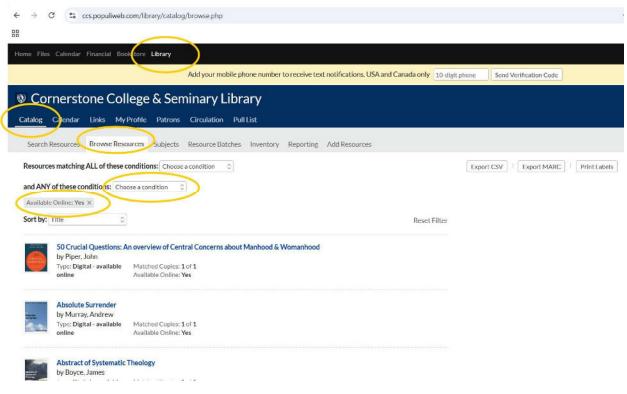Staff, faculty, and students can login with these credentials:

https://proxy.lirn.net/CornerstoneCollegeOfVA

Username: 17301

Password: freegiraffe56

Populi E-Book Online Library

Current CCS students have access to the Populi online library located in the student portal. Students will log in with their student credentials, click on the "Library" tab in the very top black menu bar, click on the "Catalog" tab in the blue menu bar, click on the "Browse Resources" tab in the gray menu bar, click on "Choose a condition" in the horizontal box, and choose "Available Online"- YES. A list of the e-books available will populate down the screen. Click on the blue title to view the pdf of the e-book.

Online Blue Letter Bible Resource

Students are encouraged to use **www.BlueLetterBible.org** to perform in-depth online Bible research. For assistance with BLB, see the video link below, call 540-898-5077, or email info@cornerstonecollege.org

Career Success Center: The CCS Career Success Center offers free on-campus and online services to students and alumni. Work with a CCS advisor for personalized assistance in personality and career interest assessments, career skills building, job interview preparation, resume writing, and job openings locally, nationally, and internationally. Browse the curated content for career success topics in the student online portal or make an appointment if you would like in-person assistance. Email info@CornerstoneCollege.org to ask for access to the online career success center or stop by the president's office to make an appointment for on-campus career services.

- Explore jobs and careers in ministry locally and internationally
- Explore majors offered at CCS and explore careers that relate to CCS majors
- Participate in job shadowing and explore internship opportunities
- Update your resume and cover letter and discover personal skills and interests

Tutoring Center: The CCS Tutoring Center is an accessible online and on-campus service for current students in a course they are enrolled in for the current semester. Tutoring is customized for the student's needs and course demands. Research indicates students who receive tutoring increase the likelihood of academic success. Email info@CornerstoneCollege.org or stop by the President's office to make an appointment for tutoring.

- Student Success Strategies
- Learning to Learn
- Academic Exploration
- Online Learning Strategies
- Personal Management
- Reading & Writing Strategies
- Math help & tutoring

Student Resource Center: The CCS Fredericksburg campus has a Student Resource Center with desktop computers, a printer, high-speed internet access, and Microsoft Office 365 for students to study, research, access email, online courses, and assignment preparation. Information technology assistance is available to students on campus as well.

Online students who need technology assistance can email info@cornerstonecollege.org to request assistance.

Student Spiritual Development Resources: All CCS students have free subscriptions to RightNow Media, a leading resource for video-based ministry education and spiritual formation to enrich your educational experience and empower your faith journey with Christ. This extensive library provides thousands of on-demand video resources, including Bible studies,

leadership training, and spiritual growth content, all from trusted Christian leaders and teachers. Whether you're deepening your theological understanding, seeking encouragement in your faith journey, or equipping yourself for ministry, RightNow Media is available anytime, anywhere to support your spiritual development and academic pursuits. CCS students can log in with these credentials Login to your free CCS student account at the link below.

Custom Link - https://app.rightnowmedia.org/join/cornerstonecva

Text Code - CORNERSTONECVA to 49775

Helpful videos for CCS student success

Populi Student Portal

How to make online payments in Populi: https://www.youtube.com/watch?v=KEY_E8ParSo&t=6s

How to contact my professor in Populi: https://www.youtube.com/watch?v=hVAGA875vSg

How do I submit an assignment file in Populi: https://www.youtube.com/watch?v=xvM0FBjD5AY

How do I do a class discussion in Populi: https://www.youtube.com/watch?v=4I7NIU7Nf5w&t=109s

How do I read my academic file in Populi: https://www.youtube.com/watch?v=G7aujf4y5kI

How to register for courses in Populi: https://www.youtube.com/watch?v=S2D0gkb5c6s&t=40s

Research Help

How to avoid plagiarism: https://www.youtube.com/watch?v=PzZsButRaHs

How to do Bible research: https://www.youtube.com/watch?v=NPP3hJFj7z0&t=167s

Books on Bible research: https://www.youtube.com/watch?v=u-ufxWzVgeY

How to study the Bible: https://www.youtube.com/watch?v=AkxNE2ydWyg&t=67s

How to write a Bible research paper: https://www.youtube.com/watch?v=dcqC0HNgrHs&t=497s

Formatting Help

How to format a paper in MLA formatting: https://www.youtube.com/watch?v=Kr_vfzyLpwM

How to format MLA in Google Docs: https://www.youtube.com/watch?v=8lIHMqy2ZP0

MLA formatting citations in assignments: https://www.youtube.com/watch?v=ypWxhhpGeyM&t=37s

MLA formatting for references at the end of a paper: https://www.youtube.com/watch?v=sgzscjjMHKM

How to use Library Resources

How to use the LIRN CCS Online Library: https://www.lirn.net/tools-and-training/lirn-resources/lirnportal/

How to use Blue Letter Bible: https://www.blueletterbible.org/help/videoHelps.cfm#section1

DISTANCE EDUCATION POLICIES

I. Introduction: Cornerstone College and Seminary is committed to providing high-quality distance education that maintains academic rigor and fosters meaningful engagement between faculty and students. This policy outlines the principles and requirements for distance education courses, ensuring compliance with federal regulations and accreditation standards, particularly regarding regular and substantive interaction.

II. Definition of Distance Education: For the purposes of this policy, distance education is defined as formal instruction in which the instructor and student are separated by time or location, or both. Distance education may include, but is not limited to, online courses, hybrid courses, and courses delivered via other technology-mediated methods.

III. Principles of Quality Distance Education
1. Academic Rigor: Distance education courses must maintain the same academic rigor and learning objectives as equivalent on-campus courses.
2. Accessibility: Course materials and technologies must be accessible to all students, including those with disabilities, in accordance with applicable laws and regulations.
3. Regular and Substantive Interaction: Distance education courses must provide regular and substantive interaction between the instructor and students, as well as opportunities for student-to-student interaction.
4. Faculty Training and Support: Faculty teaching distance education courses must receive appropriate training and ongoing support in online pedagogy, technology, and best practices.
5. Assessment and Evaluation: Distance education courses must employ appropriate assessment methods to evaluate student learning and course effectiveness.

IV. Regular and Substantive Interaction: CCS requires that all distance education courses provide regular and substantive interaction between the instructor and students. This interaction must be:
1. Regular: Interaction must occur predictably and consistently throughout the course. Minimum engagement standards to meet this requirement include
   a. Weekly announcements or updates.
   b. Regularly scheduled virtual office hours.
   c. Prompt responses to student inquiries (e.g., within 24-30 hours).
   d. Timely feedback on assignments and assessments.
2. Substantive: Interaction must be academic in nature and contribute to the learning outcomes of the course. This must include, but is not limited to:
   a. Providing direct instruction and feedback on assignments.
   b. Facilitating online discussions and debates.

    c. Engaging in individual communication with students about course content.

    d. Providing personalized feedback on student performance.

    e. Initiating discussions related to course content.

3. Initiated by the Instructor: Although student-initiated interaction is encouraged, the instructor must proactively initiate regular and substantive interaction.

4. Documented: Faculty must maintain records of their interactions with students, demonstrating compliance with this policy. This may include records of:

    a. Online discussion forums.

    b. Email communications.*

    c. Virtual office hours.

    d. Assignment feedback.

    e. Recorded video lectures that include interaction.

    f. *In order to maintain record of faculty initiated interaction, use the email communication system and other communication tools such as announcements built into the LMS. Do not accept submissions of required coursework through your email, including @cornerstonecollege.org email addresses.

V. Student-to-Student Interaction: Distance education courses should also facilitate opportunities for student-to-student interaction. This may include, but is not limited to:

1. Group projects and presentations.

2. Online discussion forums.

3. Peer review activities.

4. Collaborative online workspaces.

VI. Technology Requirements: Faculty must utilize the college's approved learning management system (LMS) and other supported technologies. Faculty must ensure that all technologies used in distance education courses are accessible to all students. Faculty must be proficient in the technology they are using for the course.

VII. Course Development and Review: All distance education courses must be developed or reviewed by the Academic Dean to ensure compliance with this policy. Course reviews will include an assessment of the course's provision of regular and substantive interaction.

VIII. Faculty Training and Support: CCS will provide ongoing training and support to faculty teaching distance education courses. Training will cover online pedagogy, technology, and best practices for regular and substantive interaction.

IX. Policy Review: This policy will be reviewed and updated periodically to ensure its effectiveness and compliance with applicable regulations and standards.

INSTITUTIONAL EFFECTIVENESS DATA

Cornerstone College & Seminary Institutional Effectiveness

Updated 11/13/2024

Item	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Course Completion Rate	79%	80%	100%	81%	96%
Credits Attempted	412	327	273	346	316
Credits Completed	326	263	273	280	304
Credits Withdrawn	42	21	6	66	3
Total Undergraduate Credits Attempted	324	249			
Total Graduate Credits Attempted	88	78			
Courses Offered	39	41	49	41	33
Item	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Student Enrollment Rate	94%	92%	96%	94%	100%
Students Enrolled(Headcount)	77	64	55	69	62
Students Withdrawn	5	5	2	4	0
Final student headcount	72	59	53	65	62
Class Per Student Ratio	1.5	1.5	1.7	1.4	1.6
Full-Time Student Headcount	13	12		7	
Part-Time Student Headcount	64	54		34	
Total Full-time Equivalency (Total credit attempted hrs/12 cr.)	34	27			
Undergraduate Full-time Equivalency (UG total hrs/12)	27	21			
Graduate Full-time Equivalency (Grad total hrs/9)	10	9			
Item	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022

	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Full Time Equivalency Ratio	5.35	5.11	4.96	5.01	5.1
Course Success Rate	92%	92%	95%	100%	100%
Grade earned of C or better	299	242	258	280	304

Item	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Students Enrolled(Headcount)	72	59	53	65	62
Student Headcount Yearly Change		-9%		25%	
Average semester enrollment	49	47	47	47	48
Proportion of Students By Gender					
Female	33	28	22	32	29
Male	39	33	31	33	33

	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Percentage of Female	46%	47%	42%	49%	47%
Percentage of Male	54%	56%	58%	51%	53%

Students by Race/Ethnicity	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
White/Non-Hispanic	28	22	27	28	27
African American	13	27	15	23	21
Hispanic	2	1	2	2	2
Unknown	29	11	9	12	12

Item	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
				65	62

Students by Age Group	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Under 20	5	4	4	9	11

20-24	11	15	12	12	5
25-39	6	4	9	7	3
40 and older	26	38	28	37	43
Total Students	48	61	53	65	62
Student Retention Rate		**50%**		**17%**	
First time students fall term		22		6	
Same students enrolled subsequent fall term		3		1	

Number of Degrees Awarded	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Diploma	6		0		1
Associate	3		8		9
Bachelor	3		6		0
Master	5		0		2
Doctorate	0		2		2
Total Number of Students Graduated	17		16		14

Student Academic Goal	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Diploma	9	4	0	0	4
Associate	17	13	14	22	12
Bachelor	21	19	18	20	16
Master	14	10	10	7	4
Doctorate	10	7	4	6	3
Transfer	0	0	0	0	0
Non degree seeking	5	8	7	10	0

Student Top 5 Majors	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Theology	9	4	9	23	17
Biblical Studies	21	17	23	24	20
Religious Education	3	2	3	3	4
Christian Education	5	4	2	2	2
SEO Business Administration	1	2	3	3	8
Employees by Category					
Classified Support	5	8	7	7	5
Educational Administrator	2	3	3	3	3
Academic Adjunct	16	18	15	12	19
Student Faculty Ratio	3 to 1	3 to 1	4 to 1	4 to 1	3 to 1
Placement Rates for Graduates	Spr 2024		Spr 2023		Spr 2022
Graduate was placed in their field of study	2	20%	2	13%	0
Graduate was not looking for work			1	6%	1
Graduate is continuing their education	3	30%	4	25%	9
Graduate is already employed or in ministry	5	50%	5	31%	4
Graduate is getting further skills for work			4	25%	
in spring 2024 7 students were certificates					
Total Number of Students Graduated	17		16		14
Full-time Graduation Rate (					
	Spr 2024	Fall 2023	Spr 2023	Fall 2022	Spr 2022
Cohort year used to calculate graduation rate	fall 2020				fall 2018
Graduation Rate (Full time students)	50%		0%		0%

Retention Rate Undergrad for First Time Students (fall to fall)		83%		75%	
Retention Rate Undergrad (Student continuing their studies)	33%		43%		
Employment Rate (Students place in new job)	69%		78%		79%

COURSE LIST – ELECTIVES

BI 111 Life of Christ: A comprehensive and chronological study of the life of Christ on earth, based on a study of a harmony of the Gospel accounts. The course focuses on a thematic and chronological view of Christ's life and ministry, providing an interpretation of key events and discourses and their practical application. It is designed to familiarize the student thoroughly with the Lord's ministry in order that any portion of the Gospel records may be related to the place, time, and circumstances of Christ's life on earth.

BI 112 Sermon on the Mount: The Sermon on the Mount is the Constitution of the King Jesus. It details the attitudes and actions the King of King demands of His subjects. Jesus' ethic for His people is radically different from the society at large. This course covers the entire Sermon verse by verse. From the beatitudes in chapter five to the warning of chapter 7, "I will declare to them, 'I never know you; depart from Me, you who practice lawlessness." In it, the student will encounter an ethic worldview fundamentally different from the kingdoms of this present age.

BI 140 Greek I: This course will introduce the students to the New Testament language of the Bible. Students will learn how to read and interpret the language. They will also learn how to apply the correct meaning and contexts of the language to preaching, teaching and exegetical work.

BI 141 Greek II: This course will build on the foundation of Greek I, giving particular attention to Greek syntax and exegesis.

BI 501 Advanced Old Testament Survey: A survey to the historical, critical and theological study of the literature of the Old Testament. This course includes the Pentateuch, Historical books, Poetry books, the Psalms, and the Major and Minor Prophets.

BI 502 Advanced New Testament Survey: A survey to the historical, critical and theological study of the literature of the New Testament.

BI 505 Gospels: This course examines the comparisons and differences among the four gospels and looks at special topics of interest.

BI 542 Hebrew Language Techniques: This course will introduce the student to the Hebrew alphabet, word formation, grammar and verbal techniques. Emphasis will be placed on improving skills in the use of concordances, lexicons, online tools, different English

BI 543/544 Greek Language I & II: This course will introduce the students to the New Testament language of the Bible. Students will learn how to read, interpret and speak the language. They will also

learn how to apply the correct meaning and contexts of the language to preaching, teaching and exegetical word.

BI 545 Greek Language Techniques: This course will introduce the student to the Greek alphabet, word formation, grammar and verbal techniques. Emphasis will be placed on improving skills in the use of concordances, lexicons, on-line tools, different English translations and linguistic helps.

BI 551 Peoples and Cities of the Ancient Near East: This course explores the history and culture of the people and cities of the Biblical Ancient Near East. It will focus on Mesopotamia, Egypt, and the cities and people in the Middle East that are significant to our Judeo-Christian religious history and tradition.

BI 555 Advanced Pentateuch: This course will study the history of God's dealings with Israel from creation through the end of its wandering.

BI 905 OT Language Tools and Exegesis: Students will build on basic knowledge of Hebrew and Aramaic to use available tools skillfully for translation, analysis, and exegesis.

BI 906 NT Language Tools and Exegesis: Students will build on basic knowledge of Greek grammar and syntax to use available tools skillfully for translation, analysis, and exegesis.

BI 923 Advanced OT Prophets: This course will examine the prophetic books of the OT, paying special attention to the background, structure, and relation to the theme of the entire Bible.

BI 925 Pauline Epistles: This course will evaluate the purpose, structure, and application of the epistles of the Apostle Paul. High-level exegetical tools will be applied to this study.

BI 926 General Epistles & Revelation: This course will examine the authorship, occasion, and interpretation of the "Catholic" or "General" epistles and Revelation.

BI 931 Advanced NT Narrative: An advanced in depth analysis of the "big picture" of the New Testament message within the context of God's redemptive story of mankind.

CE 501 Biblical Foundations of Education: This course provides an exploration of the construction of a Biblically sound system of Christian education and of the church as an educational institution. The course will focus on subject integration and the unification of various academic disciplines with a Scriptural view of all knowledge. This is rooted in the seminal philosophy that "all truth is God's truth." In addition, examination will be given to the wealth and depth Christian resources for education.

CE 502 Communicating Biblical Truth: This course is a survey of theory and practice in contemporary communication useful in the context of Biblical and theological teaching and preaching. Consideration is given to Biblical content organization and teaching methodologies with hermeneutical principles.

CE 503 Educational Psychology in Christian Context: This course is an introduction to current issues in educational psychology. Topics include Biblical integration, child and adolescent development, learning, motivation, information processing and evaluation. This course introduces students to research-based concepts and principles about human learning, development, and motivation and how that information is applied to classroom teaching. Careful attention is paid to Biblical integration of these concepts and principles as it relates to educational practice. The course will review concepts of human growth and development for those who will be working with children and adolescents in educational settings.

CE 504 Curriculum and Methods in Christian Ministry: This course will explore best practices in instructional theory as it relates to the twin topics of developing curriculum and promoting effective instruction. By developing expertise in teaching expectations and student achievement, the learner will be positioned to plan, assess and implement instruction to meet the educational goals of a ministry. In addition, attention will be devoted to developing strategies of ministry effectiveness and teacher development.

CE 506 Issues in Christian Education: This course will survey issues and trends impacting Christian education. The primary focus will be to help students formulate a foundation for theological and organizational thinking about various influences on educational process and procedure. High priority is given to the development of logical reasoning, clear writing and analytical skills in order to facilitate study of educational issues from a scriptural perspective while at the same time maintaining an open, informed and critical approach.

CE 800 Christian Education Leadership: This doctoral-level course is designed to equip aspiring Christian education leaders with the advanced knowledge and skills necessary to effectively lead and manage Christian education ministries. Building upon foundational principles of Christian education, this course delves into the practical aspects of leadership, including strategic planning, program development, personnel management, and financial stewardship. Students will explore contemporary challenges and opportunities in Christian education, such as technological advancements, cultural shifts, and intergenerational ministry. Through case studies, simulations, and real-world projects, students will develop the ability to make informed decisions, solve complex problems, and implement innovative solutions. This course will prepare leaders to inspire, equip, and empower others to fulfill the Great Commission through effective Christian education.

CE 810 Philosophy of Christian Education: Philosophy is the governor of our thoughts and actions. It gets to the heart of who we are, what we believe and why we believe it. A philosophy of education is therefore the foundation for the entire program. It determines the character and the skill of the leader, the teacher and the student. The importance of building a biblically sound Christian philosophy of education cannot be overstated. In this course, students will analyze and evaluate selected biblical texts to establish a strong theological foundation for education. Coupled with this theological study, students will explore researched-based practices to develop a personal "pedagogical creed," a Christian philosophy of education that will serve as a framework for teaching and a foundation for ongoing educational leadership. On competition of this course, students will develop a develop a personal philosophy of education, which serves as a beginning framework for teaching ministry.

CE 850 Biblical Integration of Curriculum: The Biblical Integration of Curriculum course is designed to explore the principles and methods of integrating biblical truth and values into all areas of the curriculum. This course will examine the importance of biblical integration in Christian education and will provide students with practical strategies for integrating biblical perspectives into lesson plans, activities, and assessments. Students will explore topics such as worldview, biblical literacy, biblical integration models, and culturally responsive teaching. The course will help students to become more effective and reflective practitioners who are committed to integrating biblical truth and values into their teaching practice.

CE 860 Advanced Educational Psychology in CE: This course will explore the theories, research, and practice of educational psychology within the context of a Christian worldview. Students will examine the intersection of psychology, education, and Christian beliefs to help students develop a deeper understanding of how to integrate their faith with their educational practice. Attention is given to topics

such as learning theories, motivation, assessment, and cognitive development, as students examine how these relate to Christian teaching and learning. The course will also cover the ethical and moral implications of educational psychology within a Christian context. Overall, this course will provide students with a deeper understanding of how to integrate their faith with educational psychology principles, and how to use these principles to promote effective teaching and learning in a Christian context.

CE 890 Theories and Modalities Impacting CE: Christian education is a critical ingredient of the Great Commission and of the Christian faith. It is influenced by a variety of theories and modalities including the Bible as the foundation, a Christian worldview, theories of classical education, the concept of Montessori education, and educational theories such as constructivism, multiple intelligences, and technology. These theories and modalities are used to provide students with a comprehensive and holistic education that is grounded in the Christian faith.

EN 200 Research Methods: This course will examine the different research methods for writing Biblical exegesis, theological papers, and Bible studies. The course will equip the student with the necessary techniques for writing college-level research papers. Equivalent to TH 200.

HT 315 Early Church Fathers: This course examines the history of early Christian thought through the lens of the Church's first post- apostolic leaders, or the Church Fathers.

HT 345 The History of Religion in America: This course will explore the expression of religious traditions in America, how they influenced American culture, and how American culture influenced them.

PM 101 Stewardship- Time/Talents/Treasure: This course outlines the Biblical mandates for handling finances in your personal life and sets the foundational work for handling money in the congregation setting.

PM 102 Intro to Business Management in Christian Ministry: In this course, students examine management principles for business and ministry within a biblical worldview context. Foundations include the operational framework of organizations and ministries. Student experience in this course will lead to a better understanding of the vocational arena, how an organization functions and which business functions are needed in any organization. The course will focus on business systems, workforce demographics, social responsibility, ethics, and forms of organizations. Students will be introduced to human resource management, marketing, finance, decision-making, and information system tools. Biblical integration includes an examination of the theology of work and scriptural precepts for leadership, management and operation with a focus on servant leadership and biblical business principles form foundations for management practices that value people and utilize resources wisely.

PM 121 Foundations of Ministry: In this course, students will explore what it means to serve Jesus and the Church.

PM 125 Fundamentals of Ministry Leadership: This course presents the foundation essentials for biblically sound ministry leadership principles. Students integrate textbook learning to real world ministry situations.

PM 160 Fundamentals and Philosophy of Youth Ministry: This course presents an introduction to the history and purpose of youth ministry.

PM 201 Christian Business Ethics: This course presents the principles and application of moral decision-making in a business context. Ethical principles are examined and evaluated through the lens of God's Word and applied to modern business decision-making.

PM 212 Principles of Accounting in Christian Business: This course provides the foundation for understanding the "language of business" by accounting for assets, liabilities, equity, revenue, and expense through financial statement preparation, interpretation, budgeting, and internal control, emphasizing ministry and non-profit accounting processes.

PM 230 Biblical Leadership: This course provides a study of biblical leadership principles from an individual, departmental, and corporate-wide perspective that impact the internal and external operations of an entity.

PM 245 Theology of Lifelong Wellness: This course addresses the concept of caring for our physical bodies in obedience to honoring the temple of the Holy Spirit that dwells in each believer.

PM 260 Youth Discipleship and Programs: This course focuses on effective discipleship of youth and programs that are designed specifically to minister to youth.

PM 301 Homiletics: This course covers sermon building which includes structure, types and kinds. Each student will be required to prepare 3-4 different types of sermons and preach them in class.

PM 310 Strategic Ministry Leadership: This course provides students strategies for effective biblical servant leadership within a ministry context to effect change and empower teams to impact others in building up the body of Christ.

PM 315 Spiritual Formation of Ministry Leaders: In this course, students learn the essentials and importance of personal spiritual formation and growth through self-awareness and the application of biblical principles for personal self-control.

PM 501 Homiletics/Methods of Teaching: Sermon building which includes structure, types and kinds. Each student will be required to prepare 3-4 different types of sermons and preach them in class. This study will acquaint the student with the art of teaching the Bible to all ages within the church setting. The student will gain the knowledge and skills necessary to teach the Bible creatively and effectively.

PM 530 Personal Spiritual Development: Students will learn how to cultivate communion with Christ in order to be transformed into the image of Christ. Emphasis will be given to personal relational application through the development, articulation, and practice of a theology of personal growth (spiritual disciplines).

PM 540 Human Relations and Leadership Skills in Biblical Perspective: This course is designed to equip church leaders with skills that will enable the positive use of conflict for institutional growth and development.

PM 541 Spiritual Formation in Digital Context: This course will allow students to explore the use of digital media to communicate life-forming biblical principles.

PM 542 Creating the Christian Community Online: This course will allow the student to explore biblical concepts of communication in the context of the current digital and social media landscape and to evaluate audience engagement and analytics to understand user activities and to drive improvements in distribution performance

PM 631 Church Finance and Administration: Current and aspiring pastors will learn the basics of church administration, including budgeting, accounting, staffing, and government compliance.

PM 641 Leadership Style Analysis in Biblical Context: This course will assess different leadership styles and their strengths and weaknesses. Students will be able to identify their own leadership from a biblical context.

PM 721 Leading Theological Change: The Bible is saturated with passages like Proverbs 29:18, which says "Where there is no vision, the people perish:…" The primary task of leadership is to energize a community of people to meet the challenges of the uncharted terrain before them. "No vision" is another way of saying no progress, and directly speaks to an environment of status and passivity. Effective leadership therefore is about the process of personal and organizational transformation. This course will focus on biblical precepts of servant leadership shaped around the leader's own personal competence, foundational character, and ability to adapt. The key thought is this: Biblical leadership is dependent on the leader's own ongoing growth, spiritual foundation and ability to lead others into a process of shared transformation.

PM 730 Personal Spiritual Development: Students will learn how to cultivate communion with Christ in order to be transformed into the image of Christ. Emphasis will be given to personal relational application through the development, articulation, and practice of a theology of personal growth (spiritual discipline).

PM 840 Organizational Behavior in Ministry Settings: This course is a study of group theory and team processes and their application to faith-based organizational leadership. Group dynamics, team development and the role of the ministry leader are examined. Areas of study include team building and leading, power dynamics, strategic thinking and an exploration of diversity and inclusion. The course activities will equip students for leadership for the purpose of creating positive kingdom impact.

SC 110 Creation Life Science: This course covers creation science supported by the Bible and evidence observed in the world around us.

TH 101 Systematic Theology I: A study of the church's doctrinal teaching with emphasis and support on the Holy Scriptures. It includes teaching on the Doctrine of the Word of God, Doctrine of God, Doctrine of Man and the Doctrine of Christ.

TH 102 Systematic Theology II: It includes teaching on the Doctrine of the Application of Redemption, Doctrine of the Church, and Doctrine of the Future.

TH 260 Apologetics- Defending the Faith: This course prepares students to answer the hard questions people have about God, Jesus Christ, the Holy Spirit and their faith. It will cover critical issues such as creationism, our response to abortion, stem cell research, homosexuality, major world religions, views and philosophies.

TH 261 Apologetics to World Religions: This is the flagship course for a Concentration in Christian Apologetics and will introduce you to the fundamentals of Christian thought and defense of the Christian faith. This course is an introduction to a systematic and rational defense of the basic elements of the Christian Faith, including the history of apologetics, apologetics methodologies, existence of God, miracles, the deity of Christ, and the inspiration of the Bible. This course will also encourage the student to translate the material in this course into a practical application that can be carried into life, and church ministry.

TH 301 Christology: This course is an in-depth teaching on the doctrine of Christ. The topics included in this course, but not limited to, will be the humanity of Christ, the deity of Christ, doctrine of incarnation, the atonement, Jesus' resurrection and Ascension.

TH 302 Soteriology - Doctrine of Salvation: This is an in-depth study on the doctrine of salvation. The topics covered in this course will be, but not limited to, the basis of salvation based upon the work of Jesus Christ, in His atoning death, and the application of that word in the salvation of the sinner. Other topics discussed will be redemption, eternal salvation, Christ as mediator, and free will.

TH 303 Ecclesiology: This is an in-depth study of the doctrine of the church. This study examines the nature of the church as well as its organization, ordinances and mission.

TH 304 Eschatology: This course is an in-depth study of future events. This study will examine the issues concerning the rapture, tribulation, millennial kingdom, the future of the church and nations, as well as recent attempts to coordinate Bible prophecy with current worldwide events.

TH 306 Study of God: This course will give the student an in depth look at the existence of God, the cosmological, teleological, ontological, and moral evidence of the Creator, The Trinity, Creation, and God's providence. It will give the student an introduction into systematic theology and support explicitly on the teachings of Scripture.

TH 307 Study of Man and Sin: Students will get an in-depth understanding of the creation of male and female, to include the harmonious personal relationships, equality in the personhood and importance, differences in role and authority; and equality and differences in the Trinity. They will study the essential nature of man and the inherited guilt and Corruption because of Adam's sin.

TH 308 Pneumatology: This is an in-depth class on the Holy Spirit. Topics discussed in this course will be the person of the Holy Spirit, the function of the Holy Spirit, the gifts of the Holy Spirit, the empowerment of the Holy Spirit, and the voice of the Holy Spirit in the life of the church.

TH 309 Hamartiology: This is an in-depth study of the doctrine of sin. Topics discussed in the course will be, but not limited to, aspects of death, the sin nature, the essence of sin, the results of sin, the distinction between sin and evil, accountability for sin, God's justice and mercy, God's forgiveness of sins, and the sacrifice of Jesus Christ.

TH 561 Apologetics to the World Religions: An in–depth study of the great non–Christian religious systems of the world including Animism, Buddhism, Confucianism, Hinduism, Islam, Judaism, and others.

TH 631 Contemporary Theology: This course is a survey of the major theological figures and movements of the last 200 years. Emphasis is placed on a critical examination of each movement in the light of biblical inerrancy and authority.

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