



# MANHATTAN

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## CHRISTIAN COLLEGE

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Manhattan, Kansas 66502-4081  
PHONE (785) 539-3571  
FAX (785) 539-0832  
[www.mccks.edu](http://www.mccks.edu)

### **ALMA MATER**

We offer thee, Manhattan,  
Our pledge of loyalty,  
For Christ's eternal kingdom  
The finest we can be.  
Our college and our Master  
To serve courageously,  
Manhattan, Alma Mater,  
Hail, all hail to thee.

### **COLLEGE COLORS**

Navy Blue and White

### **COLLEGE MASCOT**

Thunder

### **STATEMENT**

Manhattan Christian College is an Affirmative Action, Equal Opportunity Employer. Manhattan Christian College does not discriminate against persons seeking admission or employment on the basis of race, color, national or ethnic origin, age, gender, or physical disability (consistent with Section 702 of Title VII of the 1964 Civil Rights Act and the institution's exemption from sections of Title IX which deal with exemptions for religious convictions). Equal opportunity is afforded to all individuals in regard to college policies, consideration for financial assistance, employment, and campus involvement.

Manhattan Christian College reserves the right to make changes in policy, regulations, and fees, as circumstances dictate, subsequent to publication. The provisions of this catalog are not to be considered an irrevocable contract between the student and the college. The catalog attempts to present information regarding admission policies and procedures, programs, curriculum, graduation requirements, and other academic policies in an accurate and timely fashion. Changes in programs, requirements, regulations, policies or procedures which are adopted through regular administrative procedures during the academic year may supersede provisions of this catalog and will be published through normal institutional channels including updating the online version of the catalog. Students are expected to read and be aware of requirements as printed in the college catalog.

# MCC Academic Catalog

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## **Manhattan Christian College - On Campus Academic Calendar 2025-2026**

### **Fall Semester 2025**

August 25, 2025 - Classes Begin

September 1, 2025 - Labor Day Holiday - No Classes

September 19, 2025 - Last day to drop without a transcript entry

November 3, 2025 - Enrollment begins for Spring 2026 (Returning students)

November 14, 2025 - Last day to withdraw with transcript entry

November 14, 2025 - Graduation Petitions due for December conferral

November 24-28, 2025 - Thanksgiving Break

December 15-18, 2025 - Final Exams

December 19, 2025 - On-Campus Term Ends

### **Spring Semester 2026**

January 19, 2026 - Martin Luther King Jr. Day - Campus Closed

January 20, 2026 - Classes Begin

February 1, 2026 - Graduation Petitions due for May Conferral

February 16, 2026 - Last day to drop without a transcript entry

March 16-20, 2026 - Spring Break

April 3, 2026 - Good Friday Observance - No Classes

April 6, 2026 - Enrollment begins for Fall 2026 (Returning students)

April 17, 2026 - Last day to withdraw with transcript entry

May 9, 2026 - Commencement

May 11-14, 2026 - Final Exams

May 15, 2026 - On-Campus Term Ends

## **Manhattan Christian College - Thunder Online (TO) Academic Calendar 2025-2026**

### **Fall Semester 2025**

#### **Thunder Online X-term**

August 25, 2025 - **TO X-term (8-week) Classes Begin**; last day to fully withdraw and receive 100% refund for X-term

August 31, 2025 - last day to drop without a transcript entry and receive 75% refund for X-term

September 1, 2025 - Labor Day Holiday - No Classes

September 7, 2025 - last day to fully withdraw and receive 40% refund for X-term

September 28, 2025 - last day to withdraw with transcript entry

October 19, 2025 - **TO X-term Classes End**

#### **Thunder Online Y-term**

October 20, 2025 - **TO Y-term (8-week) Classes Begin**; last day to fully withdraw and receive 100% refund for Y-term

October 26, 2025 - last day to drop without a transcript entry and receive 75% refund for Y-term

November 2, 2025 - last day to fully withdraw and receive 40% refund for Y-term

November 3, 2025 - TO Enrollment begins for Spring 2026 X-term (Returning students)

November 14, 2025 - TO Graduation Petitions due for December conferral

November 23, 2025 - last day to withdraw with transcript entry

November 24-28, 2025 - Thanksgiving Break

December 21, 2025 - **TO Y-term Classes End**

## **Manhattan Christian College - Thunder Online (TO) Academic Calendar 2025-2026**

### **Spring Semester 2026**

#### **Thunder Online X-term**

January 19, 2026 - Martin Luther King Jr. Day - Campus Closed

January 20, 2026 - **TO X-term (8-week) Classes Begin**; last day to fully withdraw and receive 100% refund for X-term

January 25, 2026 - last day to drop without a transcript entry and receive 75% refund for X-term

February 1, 2026 - last day to fully withdraw and receive 40% refund for Y-term; Graduation Petitions due for May Conferral

February 22, 2026 - last day to withdraw with transcript entry

March 15, 2026 - **TO X-term Classes End**

#### **Thunder Online Y-term**

March 23, 2026 - **TO Y-term (8-week) Classes Begin**; last day to fully withdraw and receive 100% refund for Y-term

March 29, 2026 - last day to drop without a transcript entry and receive 75% refund for Y-term

April 5, 2026 - last day to fully withdraw and receive 40% refund for Y-term

April 6, 2026 - TO enrollment begins for Fall 2026 (Returning Students)

April 26, 2026 - TO Y-term last day to withdraw with transcript entry

May 9, 2026 - Commencement

May 17, 2026 - **TO Y-term Classes End**

# Correspondence Directory

Direct questions or requests for information to the following:

General College Policy \_\_\_\_\_ Kevin Ingram  
President

Academic Affairs \_\_\_\_\_ Dr. Greg Delort  
Vice President for Academic Affairs

Admissions \_\_\_\_\_ Dalton Miller  
Director, Office of Admissions

Alumni \_\_\_\_\_ Genae Denver  
Director, Alumni Relations

Athletics \_\_\_\_\_ Lauren Sanders  
Director of Athletics

Board of Trustees \_\_\_\_\_ Jeff Creighton  
Chair

Business and Human Resources \_\_\_\_\_ Todd Lhuillier  
Vice President for Financial and Administrative Services

Financial Aid and Scholarships \_\_\_\_\_ Jeff Roush  
Director, Student Financial Services

Information Technology \_\_\_\_\_ Dustin Webber  
Director, Information Technology

Institutional Advancement \_\_\_\_\_ Jolene Rupe  
Director, Institutional Advancement

Library Services \_\_\_\_\_ Caleb May  
Director, Library Services

Maintenance Services \_\_\_\_\_ Jim Vajda  
Director, Maintenance

Thunder Online \_\_\_\_\_ Deborah Kohl  
Director, Thunder Online

Residence Halls \_\_\_\_\_ Shad Walker  
Director of Housing & Dining & Residence Hall Supervisor

Student Activities, Campus Life \_\_\_\_\_ Kevin Foster  
Campus Pastor

Student Life \_\_\_\_\_ Jordan Strom  
Vice President for Student Development

Transcripts, Academic Records, Academic Catalog \_\_\_\_\_ Teri Awbrey  
Registrar

College Telephone: (785) 539-3571  
TOLL FREE: (877) 246-4622

College FAX Number: (785) 539-0832  
<http://www.mccks.edu>

## Historical Timeline

- 1927 Dr. Eugene C. Sanderson purchases the property and begins Christian Workers University
- 1928 Dr. T. H. Johnson becomes second president Christian Workers University becomes The Kansas Bible College
- 1929 Jolliffe Hall construction completed
- 1930 The Kansas Bible College becomes Manhattan Bible College
- 1949 Received accreditation from the Accrediting Association of Bible Colleges (AABC)
- 1952 Mr. O. Ray Burgess becomes third president
- 1953 Dr. Burton B. Thurston becomes fourth president
- 1955 Dr. W. F. Lown becomes fifth president
- 1962 Charter member of the Midwest Christian College Conference (athletics)
- 1964 Johnson Hall is constructed as the first residence hall
- 1968 Dual-degree program with Kansas State University begins
- 1971 Manhattan Bible College becomes Manhattan Christian College
- 1973 Koinonia Campus Center is constructed
- 1974 Triumphant Sound and Inspiration Ringers are formed, MABICO Singers becomes Celebration Singers
- 1976 Sanderson Hall is purchased as a residence hall
- 1978 First Woman's World conference hosted by MCC Women
- 1981 Mr. Kenneth Cable becomes sixth president
- 1982 Campus Center is renovated, enlarged, and renamed Coffin Memorial Campus Center
- 1986 J. Donald Coffin Memorial Hall completed as administration/classroom building
- 1991 NBCCA (National Bible College Athletic Association) National Champions - Men's Soccer
- 1992 NBCCA Division I National Champions - Women's Volleyball
- 1993 Kenoyer Hall constructed as a women's residence hall  
NBCCA Division I National Champions - Women's Volleyball
- 1994 Adult degree completion program (LEAD) begins  
Joined the National Christian College Athletic Association
- 1995 Sanderson Hall closed as a residence hall
- 1996 NCCAA Division IIA National Champions - Men's Basketball
- 1998 Candidacy status with North Central Association of Colleges and Schools (NCA)
- 2000 Received accreditation with North Central Association of Colleges and Schools (NCA)  
Facilities Management Building completed
- 2001 Dedication of Heritage Court
- 2002 75th Anniversary Year
- 2005 NCCAA Division II National Champions - Men's Soccer
- 2006 Mr. J. Kevin Ingram becomes seventh president
- 2007 Reaffirmation of accreditation from Association for Biblical Higher Education (ABHE)  
NCCAA Division II National Champions – Men's Soccer
- 2008 NCCAA Division II National Champions – Men's Soccer
- 2009 Jolliffe Hall Dedication following major renovation project to house chapel, library, and classrooms  
Online distance education degree completion program approved by HLC and ABHE  
NCCAA Division II National Champions – Women's Soccer
- 2010 2,000th Degree Granted  
NCCAA Division II National Champions – Women's Soccer

- 2017 90th Anniversary Year  
Reaffirmation of accreditation from the Association for Biblical Higher Education (ABHE)  
Howie's Activity Center completed and dedicated
- 2019 Started the Thunder Online program for the Non-Traditional Campus
- 2019 Midwest Christian College Conference Champions and Conference Tournament Champions – Men's Soccer
- 2019 Midwest Christian College Conference Champions and Conference Tournament Champions – Women's Volleyball
- 2020 Midwest Christian College Conference Champions and SW Region Champions - Men's Basketball
- 2020 March: All courses transitioned to online-only, campus closed in response to COVID-19 Pandemic (reopened for Fall 2020 semester)
- 2020 Conference Tournament Champions – Men's Soccer
- 2020 Conference Champions, Conference Tournament Champions – Women's Volleyball
- 2021 Conference Champions, Conference Tournament Champions, NCCAA Elite 8 – Men's Basketball
- 2021 Dr. Rick Wright, Men's Soccer Coach, Inducted into NCCAA Hall of Fame
- 2021 Conference Champions, Conference Tournament Champions, NCCAA 3<sup>rd</sup> Place – Men's Soccer
- 2021 Conference Champions, Conference Tournament Champions, NCCAA 3<sup>rd</sup> Place – Women's Volleyball
- 2022 Ian Uphoff, Cross Country National Meet Qualifier
- 2022 Conference Champions, Conference Tournament Champions, NCCAA 3<sup>rd</sup> Place – Men's Basketball
- 2021-22 10 NCCAA Scholar Athletes  
3 Midwestern Christian College Conference MVPs  
3 NCCAA First Team All-Americans
- 2022-23 Conference Champions, Conference Tournament Champions, Southwest Regional Champions, National Tournament Final Four – Women's Volleyball  
Conference Regular Season Champions – Men's Soccer  
Conference Regular Season Champions, Conference Tournament Champions, NCCAA National Tournament Runner Up – Men's Basketball
- 2023-24 Conference Regular Season Champions, Conference Tournament Champions, NCCAA Central Region Champions, NCCAA National Tournament Runner-Up – Women's Volleyball  
Conference Regular Season Champions, Conference Tournament Champions – Men's Basketball
- 2024-2025 Conference Regular Season Champions, Conference Tournament Champions, NCCAA Central Region Champions, NCCAA National Tournament Final Four  
Conference Regular Season Champions, Conference Tournament Champions, NCCAA National Tournament Final Four – Men's Basketball  
6 NCCAA Academic Scholar Athletes  
NCCAA Academic Scholar Team - Volleyball

## **General College Information**

### **Location**

Manhattan, Kansas, is a community that provides its 54,000+ residents world-class cultural and educational opportunities and a wholesome life-style not found in larger cities. Kansas State University, a well-respected collegiate institution, is across the street from MCC. Airline and bus connections to all parts of the world, modern medical facilities, and numerous shopping areas are available within walking and short-driving distances. Several large reservoirs are located within a few miles of the city and provide many opportunities for outdoor recreation.

### **What We Believe**

Manhattan Christian College pleads for the unity of all believers on the common ground of commitment and obedience to the lordship of Christ. Believing that creeds of men, however correct, perpetuate sectarianism and create division within the church when made tests of fellowship, we have no creed except faith in Jesus as the Christ, God's Son and humankind's Savior. It is our desire to call all people of all nations to faith and obedience to Him as revealed in scripture. When asked, "What do you believe?", it is tempting to hand one the Bible and suggest, "This is what we believe." However, for those not familiar with Manhattan Christian College, it may be helpful to identify foundational doctrines taught in our classes based on our understanding of the Scriptures.

1. We believe that there is one God, creator of the universe, eternally existing in three persons, Father, Son, and Holy Spirit, and that we are called to live to the praise of His glory.
2. We believe the Bible to be the inspired, the only infallible, authoritative word of God.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious death and atonement through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal and visible return in power and glory.
4. We believe the only terms of salvation that we may proclaim are those expressed in the New Testament: faith, repentance, confession of faith in Jesus Christ, and baptism by immersion in water for the remission of past sins and for the promised presence of the Holy Spirit.
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life, and by whom the church is empowered to carry out Christ's Great Commission.
6. We believe in the bodily resurrection of both the saved and the lost; those who are saved unto the resurrection of life and those who are lost unto the resurrection of damnation.

### **Our Calling**

To live to the praise of His glory.

### **Our Mission**

To educate, equip, and enrich Christian leaders to impact the church and the world for Christ.

### **Our Vision**

To fulfill our mission effectively and efficiently by focusing on the following themes:

- Vibrant Community
- Dynamic Academics
- Biblical Stewardship
- Modern Facilities

### **Our Core Values**

Manhattan Christian College is a private institution of higher education, committed to the Christian mission of winning the world to Christ. With the conviction that every member of the body of Christ is a minister, the college seeks to foster in all students a world-wide vision of the mission of the church: preparing them to be servant leaders

as Christ modeled and challenged us all to become, providing opportunities for spiritual growth toward Christian maturity, and promoting the Restoration Movement ideal of becoming Christ's church as revealed in the New Testament. Thus, our institutional core values are:

### **Lordship of Christ**

All believers should live a life devoted to Jesus Christ, God's Son and our Lord and Savior that reflects Christ-like character and conduct.

### **Excellence**

As servants of Jesus Christ we must strive for excellence in ministry and life.

### **Applying God's Word**

The inspired Word of God should be normative for faith and practice with effective exegesis used to rightly apply God's Word to our daily lives.

### **Discipleship**

In fulfillment of the Great Commission, all believers, regardless of chosen profession, are included in God's plan to make disciples of all nations.

### **Evangelism**

Christians are commanded to penetrate the world with the Gospel of Jesus Christ and call all to a saving relationship with Him.

### **Relationships**

A Christian must have a high value placed on personal relationships built on God's love, truth, and grace.

### **Stewardship**

All believers are purely stewards of the time, talent, and treasure given to them by God.

### **Heart for Learning**

A heart for learning and personal growth is important to sustain a lifetime of service and commitment for Christ.

### **Integrity**

Christian leaders should live lives of integrity in public and private.

### **Prayer**

Practicing a life of prayer and worship is vital to live a life of service to Christ.

## **Our Institutional Objectives**

Every Manhattan Christian College graduate will:

1. Understand and apply Scripture responsibly.
2. Think critically with the ability to evaluate, problem-solve, and plan.
3. Communicate effectively.
4. Develop a cultural awareness that promotes influence from a biblical worldview in different cultures.
5. Recognize personal leadership skills and abilities.
6. Demonstrate Christ-like character and conduct in all aspects of life.
7. Develop skills and attitudes necessary for lifelong learning.

## **Our Philosophy of Education**

We believe in the role that the Christian college can accomplish within students preparing to serve the Lord. The guiding perspective behind the Manhattan Christian College educational practice is the belief that God has created, redeems, and is recreating all things. We believe that college education can facilitate transformational change for students and subsequently for those whom students influence in the present and the future. That transformational change is comprised of theological, ethical, social, and professional education regardless of a student's chosen profession.

Since we believe that education occurs both within the classroom and outside of it, we are committed to an educational approach that acknowledges formal and informal learning environments.

Our commitment to this transformational change at Manhattan Christian College is founded on four components:

**Learning Environment** - We are all students and teachers engaged in lifelong learning and a spirit of inquiry characterized by self-awareness, dialogue, and relational connectedness. The learning environment is characterized by mutual trust, mutual respect, mutual helpfulness, freedom of expression, and acceptance of difference. The learning environment is collaborative and co-creative. Faculty and students co-create the space within which material is presented, discussed, and applied. A goal is to create a supportive space within which communication and learning may occur.

**Active Learning** - The student's active involvement in the learning process is essential to good practice. Faculty serve not only as teachers but also as facilitators of learning. They manage the learning process by engaging students in a variety of activities leading to an understanding of course content along with development of academic and professional competence.

**Collaboration** - Students benefit from opportunities to network, learn from others, and share resources and ideas. The learning community provides a space for collaboration and connection.

**Emphasis on Application and Relevance** - The best learning occurs when bridges are built between new knowledge and the learner's experience. Education is not complete until acquisition of knowledge matures into relevant application.

## **Programs**

Established in 1927 as a part of the Bible college movement, Manhattan Christian College offers undergraduate degree programs with a curriculum centered on the Bible as the Word of God. General education develops an understanding of self and others, communication skills, critical and creative thinking, and cultural awareness thereby establishing an integrated Christian world view. The majority of the college's specialized majors prepare people for professional, church-related leadership, and service. In cooperation with Kansas State University and Manhattan Area Technical College, our degree programs enable people to utilize other careers to meet the needs of people around the world. Programs are also organized to provide continuing education for church leaders and appropriate services and resources for churches and Christian groups.

## **Accreditation and Academic Standing**

North Central Association of Colleges and Schools (HLC-NCA)

Manhattan Christian College is accredited by The Higher Learning Commission, a regional accreditation agency recognized by the U.S. Department of Education. Initial accreditation was received in 2000 and was reaffirmed in 2013.

The Higher Learning Commission  
230 South LaSalle Street, Suite 7-500  
Chicago, IL 60604-1413  
800.621.7440 / 312.263.0456  
[www.hlcommission.org](http://www.hlcommission.org)

### **Association for Biblical Higher Education (ABHE)**

Manhattan Christian College was initially accredited in 1948 and was reaffirmed for accreditation in 2017 for 10 years. ABHE is a national undergraduate institutional accrediting agency recognized by the Council for Higher Education Accreditation (CHEA). ABHE is listed by the United States Department of Education as the recognized accrediting agency for undergraduate Bible college education. Further ABHE is recognized by the Department of Justice, Veterans Administration, and other relevant federal agencies.

Manhattan Christian College is accredited by the Association for Biblical Higher Education Commission on Accreditation (5850 T. G. Lee Blvd., Ste. 130, Orlando, FL 32822, 407.207.0808) to grant certificates and degrees at the Associate and Baccalaureate levels.

Association for Biblical Higher Education  
5850 TG Lee Blvd., Suite 130  
Orlando, FL 32822  
407.207.0808  
[www.abhe.org](http://www.abhe.org)

Students who have a complaint against the college may contact in writing or call HLC or ABHE.

**Transfer Credit Practices of Designated Educational Institutions**, published by the American Association of Collegiate Registrars and Admissions Officers, indicates a general acceptance of MCC credits, for the transfer of courses that are substantially equivalent. Manhattan Christian College is empowered by the State of Kansas to “confer such scholastic degrees or certificates of graduation as are usually conferred by Institutions of Higher Learning.”

The Kansas Veterans Commission has approved the college for the training of veterans under Public Law 550, 82nd Congress. The college is authorized under federal law to enroll non-immigrant alien students.

Students at Manhattan Christian College are eligible for PELL Grants, Supplemental Educational Opportunity Grant, Direct Subsidized and Unsubsidized Loans, and the Federal Work study Program under the U.S. Department of Education.

# Admissions Information

The mission of Manhattan Christian College is to educate, equip, and enrich Christians leaders, therefore admission to Manhattan Christian College is qualified by academics, leadership references, and religious orientation. No qualified student will be denied admission to the college based on race, sex, national origin, personal disability or age.

## Admission Requirements

Early application for admission is advantageous both to the student and to the college. Students who intend to enroll in Manhattan Christian College should take the following steps to ensure prompt action on their applications.

1. Submit a completed application form. Applications can be completed on the college website.
2. Request official transcript(s) be sent to MCC as specified:

**New Freshmen**, high school graduates with no earned college credits since the summer after high school graduation, must have your high school send MCC an unofficial or official transcript showing at least six semesters' work, and a final, official transcript for proof of graduation sent directly to MCC.

**General Education Development (GED) Recipients** must have the state GED office send the college an official transcript showing scores for completion of the GED exam.

**Transfer Students**, including those students applying to the On-Campus or Thunder Online programs must have all official college transcript(s) sent to MCC. For students with less than 40 credit hours, an official high school transcript must also be submitted. The official transcript should indicate the status of the student with the college most recently attended. Transcripts "issued to student" are not official.

3. Request one personal reference from an individual, other than relatives. This could be a church leader, school teacher, coach, mentor, friend, or co-worker. This reference can be completed online in the application portal.
4. Submit official standardized test scores as specified:

**New Freshmen** should take the ACT or SAT test and have the results sent to the college. Manhattan Christian College's ACT code is 1436 and SAT code is 6392. Students who do not have a high school cumulative GPA of 2.0 or a minimum of 18 ACT (840 SAT) score may be admitted to MCC on a probationary basis. See "Special Student Status" below. If the student has not taken the ACT or SAT prior to enrolling at MCC, the following may apply: (1) The student will take the exam during the first semester of attendance; (2) The student may be accepted on a provisional basis until the exam has been taken and the results received by the college. Students admitted on a provisional basis cannot receive federal financial aid; (3) If the student fails to take the ACT or SAT, the student may not be allowed to enroll the following semester.

After the admissions process is completed, the Admissions Committee will evaluate the application and promptly notify the applicant of the action taken. Other application requirements include:

**General Education Development (GED) Recipients** who are under 25 years of age should take the ACT or SAT test and have the results sent to the college. Manhattan Christian College's ACT code is 1436 and SAT code is 6392. Students who do not have a minimum of 18 ACT (840 SAT) score may be admitted to MCC on a probationary basis. See "Special Student Status" below.

**Transfer Students** who have been academically dismissed or are on probation from another institution or have less than a 2.0 cumulative GPA may be admitted on academic probation at MCC for the first semester of enrollment. See "Special Student Status" below. Degree completion students (Thunder Online Campus) must have completed 40 or more transferable semester credits from accredited colleges, post-secondary institutions, or military service. Degree completion students may be granted provisional admittance. Those applicants not meeting admission requirements will be informed of any deficiency in course work or other requirements, and a program to fulfill these requirements will be developed and mutually agreed upon. Failure to complete the admissions requirements by the end of the first semester of study may cause the student to be administratively dropped from the program with no financial reimbursement. All official documents must be received by the admissions office before a student can be fully admitted. Federal financial aid is awarded only to "fully admitted" students.

### **Admission of Part-Time Non-Degree Students**

An abbreviated admissions process is available to a person who enrolls in 6 or fewer credits hours per semester as a non-degree seeking student. The part-time non-degree student should take the following steps for admission:

1. Submit a completed application form. Applications are available online at the college website.
2. Part-time F-1 students must provide proof of English language competency through TOEFL scores, passing grades in an approved English language program (ELP), or passing grades in freshmen-level composition course(s).

If the part-time non-degree student desires to seek a degree, or enrolls in more than 6 credit hours, the student must complete the regular admission requirements as stated above. After the admissions process is completed, the Admissions Committee will evaluate the application and promptly notify the applicant of the action taken.

### **Admission of International Students**

All of the following items must be received before any action can be taken on your admission. An I-20 form will not be issued until all items are received and you have been officially admitted to the college by the admissions department.

1. Submit a completed application online at the college website and choose the correct citizenship country and program of study. Your program of study is required to be a traditional program through MCC, the Dual Degree program is not available to international students. This is required to receive an I-20.
2. References. One (1) reference from an individual, other than relatives, need to be completed via MCC's online application portal. References can be completed by a church leader, teacher, coach, mentor, friend, or co-worker.
3. Transcript(s). Provide final, official translated copies of your entire secondary and post-secondary school

records. If you have attended any college or university in the United States, final transcripts from these colleges must also be requested by you and be sent from the Registrar's Office directly to MCC. Transcripts can be received digitally or by physical mail: Manhattan Christian College, c/o Admissions, 1415 Anderson Ave., Manhattan, KS 66502.

Transfer credit may be awarded for university level studies completed abroad, based on official records and transcripts submitted with your application. This credit is evaluated on an individual basis. Course syllabi, course descriptions, and test results may be required to facilitate the evaluation. You should bring these documents with you. Evaluation may be delayed until after you enroll. Final determination of the amount of academic credit will not be made until after you are admitted to the college.

Applicants must arrange for final, official certified transcripts of previous academic work to be sent to the MCC Admissions Office. Certified transcripts are reports of individual courses taken and indicate the grades obtained for each course. Transcripts must have a raised seal or a stamp on the copy of the transcript from, for example, the Director, Registrar, Headmaster, or Headmistress of the school. Proof of graduation from secondary school/high school is also required. These transcripts must be in English or accompanied by an English translation.

Applicants from Commonwealth countries must submit certified or notarized copies of their "O" level and/or "A" level certificates (copies of unofficial result slips are not acceptable). Applicants from countries having different educational systems should submit results from their countries' respective secondary school graduation examinations and/or university placement examinations (for example, CXC exam results, Abitur results, baccalaureate results, etc.).

4. English Requirements. All applicants must submit English proficiency test scores to be considered for admission. English proficiency test scores must be less than two years old. English requirements for enrollment in academic coursework are:

- 79 or above on the TOEFL iBT (with no subscore lower than 18)
- 60 or above on the TOEFL paper-delivered test (with no subscore lower than 18)
- 6.5 or above on the IELTS (with no subscore lower than 6.0)
- ACT – 21 or above on English
- SAT – 460 or above on Evidence-based Reading and Writing
- Transfer students from U.S. Institution – completion of Written Composition I and II (or an equivalent) with grades of "C" or higher.

Exceptions:

Students do not have to submit English proficiency scores if:

- You have taken 4 years of college preparatory English and graduated from high school with a 2.5 GPA in one of the following places:
  - United States of America
  - United Kingdom
  - Ireland
  - Australia
  - New Zealand
  - An English-speaking province of Canada
  - An English-speaking Caribbean country
  - Any US-accredited school located abroad

OR

- You are a citizen of the USA, UK, Ireland, Australia, New Zealand, an English-speaking province of Canada, or an English-speaking Caribbean country

OR

- You have earned a “B” or better grade in Written Composition I and II (or an equivalent) AND earned 24 or more credit-bearing hours toward a degree at an accredited US institution or at an institution within one of the countries listed above.

OR

- Earned an associate’s degree from a US-accredited post-secondary college with a 2.5 GPA

Students who demonstrate difficulty with written or spoken English may be required to participate in an English Language program to strengthen necessary skills. The purpose of this is to ensure adequate proficiency to learn in an English-speaking classroom.

5. Affidavit of Financial Sponsorship. The affidavit must be dated within one year of applicants anticipated entry into the college. For current costs and sponsorship requirements, please review the affidavit on MCC’s website. Unfortunately, MCC does not have financial assistance funds available for international students. MCC does not accept certificates of balance as a substitute for the signed bank portion of the affidavit. If your bank is unable or unwilling to sign the form, the bank must submit a letter to the Admissions Office stating its policy.

### **Required Financial Documentation**

In order to receive a Form, I-20, you need to submit the following documentation:

- Completed MCC Affidavit of Financial Sponsorship
- Documents demonstrating that you have at least the minimum estimated yearly expenses needed to study at Manhattan Christian College from all sponsors.

Please note that the U.S. Embassy in your country may have very specific financial documentation requirements. Contact the U.S. Embassy for more information, or consult the U.S. Department of State web site at <http://www.state.gov>.

### **Additional Notes Regarding Financial Documentation**

- Private sponsors should state in their letter that they will have sufficient funds after paying their own personal expenses to be able to afford sponsoring the student in the stated amount.
- Organizational/institutional sponsors should write on business letterhead the nature and time period of support for your studies. Proof of the organization’s finances/ability to provide this support may be required if not initially included.
- Copies, clear faxes, and scanned documents sent as e-mail attachments are satisfactory. Unclear copies, faxes, and scans will not be accepted. Send faxes to 785-539-0832 and emails to: [admit@mcccks.edu](mailto:admit@mcccks.edu). Documents should be submitted in time to allow for required analysis and review and to ensure that the college can provide the student with necessary information and immigration documentation (I-20) to meet the semester starting dates and provide adequate time for students to complete the necessary travel

arrangements. Application deadlines change each semester, please see MCC's website or contact the college for more information.

## **Health Insurance**

Manhattan Christian College strongly recommends that all international students have health insurance. Health care in the United States is extremely expensive and recommends that any dependents also be covered by health insurance. If a sponsor or agency does not supply insurance, you can purchase it upon arrival.

## **Readmission Process**

Any student who has had a lapse in attendance of two consecutive semesters or more will be classified as a readmitted student. After the lapse in attendance, students will need to reapply and be readmitted before taking further courses at the college. If the student is readmitted, they will become subject to the Catalog and Program in effect at the time of their re-entry (exceptions must be approved by the Registrar and V.P. of Academics). There is no readmission application fee. Students desiring to be readmitted should complete the following:

1. Submit an email to the Admissions Office (email: [admit@mcccks.edu](mailto:admit@mcccks.edu)) requesting readmission. Include the intended class start date and modality (on campus or online). At that time, an Admissions Counselor will be assigned to the student and the online application portal access will be reinstated. The online application portal will house the checklist of next steps (also included below).
2. Submit all final, official college transcripts from college(s) attended after leaving MCC.
3. Students must have no financial indebtedness with MCC and/or other colleges attended.
4. Students who have been dismissed for academic or disciplinary reasons must contact the Admissions Office for current readmittance procedures.

The Admissions office has the responsibility or right to deny admission to a student for just cause. After the admissions process is completed, the Admissions Committee will evaluate the application and promptly notify the applicant of the action taken.

## **Special Student Status**

Any student who does not have at least a 2.0 cumulative GPA or does not have a composite score of 18 or above on the ACT (840 on the SAT) (combined math + verbal scores) may be admitted on a probationary basis as a "special student." This status has the following implications:

1. The student may be limited to 12 hours during the first semester.
2. After the fifth week of the first semester, the student will meet with his or her advisor to evaluate the student's class work. If satisfactory work is not evident, the advisor may recommend a reduction in course load.
3. The student will be permitted to participate in no more than one extracurricular activity: music ensemble, varsity athletic team, or student council position.
4. The student must enroll in ORN 010 Study Seminar until a 2.0 grade-point average is attained.
5. The student must maintain at least a 2.0 grade-point average for the first semester to achieve regular student status. If the student does not achieve a 2.0 GPA, they will be dismissed.

## **Fraudulent Applications**

Individuals who withhold or provide fraudulent information on the application for admission or readmission are

subject to immediate dismissal from the college. The decision for immediate dismissal from the college will be made by the Administrative Council. This decision will be made after a complete and thorough review of the situation and in an individual conference with the student involved. The individual dismissed has the right to appeal the decision to the Admissions Committee, whose decision will be final.

## Student Financial Information

The Student Financial Services (SFS) is the contact for any student-specific question related to charges, payments, financial aid, or billing. For general information regarding costs and payment options, contact Financial and Administrative Services (FAS), 1415 Anderson Avenue, Manhattan, Kansas 66502. The phone number is 785-539-3571. Fax submittals may be sent through 785-539-0832.

Manhattan Christian College (MCC) abides by the Gramm-Leach-Bliley Act (GLBA) concerning the security of third-party vendors without the customer's written consent or legal notification. By completing all the steps of confidentiality and integrity regarding customers' financial information, A customer's financial information will not be given to any person or enrollment at Manhattan Christian College; a student is consenting to the release of information for the legal requirements of the institution's mandated audits for such purposes as federal Title IV funds, and Veterans Affairs programs accreditation purposes.

### Charges: On-Campus Program

**Tuition.** Tuition is charged at a flat rate for 12 through 18 hours per semester. If enrolled in less than 12 hours, tuition is charged at a per credit hour rate. Credit hours above 18 are also charged an additional per credit hour rate as well as the flat rate. The credit hours charged may include both on-campus or online classes.

**Mandatory Fees.** On-campus students are charged a Thunder Resource Fee each semester. This fee funds technology needs, parking, and student council budget, as well as other on-campus student needs. Each on-campus student will receive a parking permit for the year as well as five dollars for printing.

**Course Fees.** Some courses require an additional fee.

**Logos Bible Software.** All new students will be charged a one-time, non-refundable charge for the Logos Bible Software which is utilized in courses throughout a student's time at Manhattan Christian College.

**Graduation Petition Fee.** Before a graduation petition is processed, a graduation fee must be paid.

**Housing and Dining.** Meal plans are required for all students living in Manhattan Christian College residence halls. Students may choose between a 5-meal-per-week, a 10-meal-per-week, and a 15-meal-per-week plan at pre-enrollment each semester. At the closing of the official registration date for each semester, meal options may not be changed.

**Late Payment Agreement Fee/Late Account Payment Fees.** A late payment agreement fee is assessed when students have not completed making payment arrangements for the balance of the semester charges by the end of the first day of classes. A late account payment fee may be assessed if an arranged payment is delayed or not able to be processed. The Student Financial Services office is available to assist with payment arrangements.

**Kansas State University.** Students with dual enrollment at Kansas State University (KSU) and Manhattan Christian College (MCC) will have student bills at both institutions and should expect to pay both institutions directly. Manhattan Christian College students may obtain a waiver, which holds the Kansas State University late fee from being charged to their Kansas State University account through one billing cycle, by contacting Student Financial Services with a copy of their Kansas State University semester course enrollment. The request must be made no later than 10 days before classes begin each semester.

**Special Status Students.** If a student is accepted and allowed to enroll under the special status designation through the Admissions department, they will be put on financial aid warning for their first semester. This status will allow them eligibility to have one semester of federal aid if they apply using the Free Application for Federal Student Aid (FAFSA) and meet all the other eligibility requirements.

### **Charges: Thunder Online Degree Completion Program**

**Tuition.** Tuition is calculated according to the number of credit hours in which the student enrolls.

**Mandatory Fees.** A technology fee is calculated according to the number of credit hour in which the student is enrolled each semester.

Additionally, if the student utilizes on-campus resources, they will be charged the Thunder Resource fee and will be given the same privileges as the on-campus students. The charge of this fee will be determined by the student's registration in on-campus classes as well as notification from the Student Life department regarding housing and/or athletic status.

**Graduation Petition Fee.** Before a graduation petition is processed, a graduation fee must be paid.

**Course Fees.** Some courses require an additional fee.

**Logos Bible Software.** All new students will be charged a one-time, non-refundable charge for the Logos Bible Software which is utilized in courses throughout a student's time at Manhattan Christian College.

### **Charges: College Consortium Classes**

Manhattan Christian College offers degree-seeking students the ability to take distance classes through a consortium for credit pertaining to their Manhattan Christian College degree. These classes are available for students seeking a degree from either the on-campus or online degree programs. There is a limit of 9 credit hours allowed through this consortium. These charges are separate and will not be considered within the 12 through 18-credit-hour flat rate.

NOTE: These classes are not eligible for payment with Veterans Affairs benefits.

**Tuition.** Tuition is calculated according to the number of credit hours in which a student enrolls.

**Mandatory Fees.** A technology fee is calculated according to the number of credit hour in which the student is enrolled each semester.

**Course Fees.** Some courses require an additional fee.

### **Charges: Adult Non-Degree Seeking and High School Students**

Students not seeking a degree at Manhattan Christian College who would like to take on-campus credit courses may take up to six credit hours of courses each semester at a reduced rate. There is a lifetime maximum of 18 hours that may be taken at this reduced non-degree rate.

**Tuition.** Tuition is calculated according to the number of credit hours in which the student enrolls.

**Mandatory fees.** A technology fee is calculated according to the number of credit hour in which the student is enrolled each semester.

**Course fees.** Some courses require an additional fee.

**Other fees or costs.** If a non-degree student lives on-campus in the residence hall, they will be charged the Thunder Resource fee along with the appropriated On-Campus Housing and Dining costs.

**Logos Bible Software (Optional).** A non-degree student who wishes to enroll at Manhattan Christian College will have the opportunity to purchase the non-refundable Logos Bible software.

## **Charges: Audit Students**

Students seeking to audit a course at Manhattan Christian College are able to enroll at a reduced rate.

**Tuition.** Tuition is a flat rate per audited course for both on-campus and online classes.

**Course fees.** Some courses require an additional fee.

**Other fees or costs.** If an auditing student lives on-campus in the residence hall, they will be charged the Thunder Resource fee along with the appropriated On-Campus Housing and Dining costs.

**Logos Bible Software (Optional).** An auditing student who wishes to enroll at Manhattan Christian College will have the opportunity to purchase the non-refundable Logos Bible software.

## **Cost of Attendance**

The Cost of Attendance (COA) is the cornerstone of establishing a student's financial need, as it sets the limit on the total aid that a student may receive for purposes of federal financial aid. The COA is an estimate of a student's educational expenses for that period of enrollment. The COA includes both direct and indirect costs. Direct costs are those that are paid directly to Manhattan Christian College, while indirect costs are averaged using a variety of methods and documentation.

As stipulated by the Department of Education, Manhattan Christina College publishes an annual cost of attendance using both housing choice and the degree program to determine the annual cost of attendance.

**COST OF ATTENDANCE**

All figures are for the 2025-2026 academic year

<b>On-Campus Housing – Traditional Program</b>	
Tuition	\$ 18,226
Fees	\$ 900
Housing and Food	\$ 11,553
Books	\$ 1,456
Transportation	\$ 1,608
Personal Expenses	\$ 9,499
<b>Total</b>	<b>\$ 43,242</b>

<b>Off-Campus Housing – Traditional Program</b>	
Tuition	\$ 18,226
Fees	\$ 900
Housing and Food	\$ 14,655
Books	\$ 1,456
Transportation	\$ 2,985
Personal Expenses	\$ 9,499
<b>Total</b>	<b>\$ 47,721</b>

<b>Living w/Parent – Traditional Program</b>	
Tuition	\$ 18,226
Fees	\$ 900
Housing and Food	\$ 4,396
Books	\$ 1,456
Transportation	\$ 2,985
Personal Expenses	\$ 9,499
<b>Total</b>	<b>\$ 37,462</b>

<b>On-Campus Housing – Online Degree</b>	
Tuition	\$ 11,880
Fees	\$ 240
Housing and Food	\$ 11,553
Books	\$ 1,456
Transportation	\$ 1,608
Personal Expenses	\$ 9,499
<b>Total</b>	<b>\$ 36,236</b>

<b>Off-Campus Housing – Online Degree</b>	
Tuition	\$ 11,880
Fees	\$ 240
Housing and Food	\$ 14,655
Books	\$ 1,456
Transportation	\$ 2,985
Personal Expenses	\$ 9,499
<b>Total</b>	<b>\$ 40,715</b>

<b>Living w/Parent – Online Degree</b>	
Tuition	\$ 11,880
Fees	\$ 240
Housing and Food	\$ 4,396
Books	\$ 1,456
Transportation	\$ 2,985
Personal Expenses	\$ 9,499
<b>Total</b>	<b>\$ 30,456</b>

**TUITION & FEES SCHEDULE**

All figures are for the 2025-2026 academic year

<b>Tuition</b>	
Full-time tuition (12 to 18 credit hours)	\$9,113 a semester
Full-time tuition (12 to 18 credit hours)	\$18,226 per year
Part-time, degree (1 to 11 credit hours)	\$760 per credit hour
Over 18 credit hours	\$760 per credit hour
Thunder Online tuition	\$495 per credit hour
Part-time, non-degree (1 to 6 credit hours)	\$325 per credit hour
Audit Class (not for credit)	\$200 a course
Christian High School credit classes	\$150 a course

<b>Housing and Dining</b>	<b>Semester</b>	<b>Year</b>
Housing and Dining (10 meals per week)	\$4,854	\$9,707
Housing and Dining (15 meals per week)	\$5,371	\$10,741
Housing Security Deposit (due with the contract before June 1)		\$150
Housing Security Deposit (due with the contract after June 1)		\$200

<b>Additional Fees</b>	
Thunder Resource Fee (includes parking permit)	\$450 per semester
Application Fee	\$25 due with application
Late Enrollment Fee	\$125
Deferred Payment Plan Fee	\$65 per semester
Graduation Fee	\$50
Transcript Fee	\$15
Logos Software (one-time charge, new students)	\$325
Parking Permit (only required if not in the traditional program)	\$70 per year
Technology Fee (only required if not in the traditional program)	\$10 per credit hour
CPL Fee	\$125
Individualized Instruction Fee	\$125

**Charges: Miscellaneous**

**Late Fee/Returned Checks/Denied electronic payments.** A charge of \$35 will be assessed if payment is not received within 24 hours of the payment date. A charge equal to the amount of the bank's non-sufficient funds charge plus \$35 will be assessed for each transaction returned due to insufficient funds. Students with multiple returned checks or denied electronic payments may be required to make cash payments.

**Collection Costs.** Accounts with outstanding balances 60 days after the student is no longer enrolled may be assigned to a collection agency. A fifteen percent charge will be added to the balance to cover charges associated with the collection of the overdue account, which is the student's responsibility.

## **Terms of Payment**

Full payment of a student account is due by the end of the first day of classes per semester. Manhattan Christian College accepts payment in the form of cash, check, money order, or credit/debit card. Credit card payments must be made online.

Documentation showing that aid from outside sources, such as the Department of Education's Title IV programs or benefits through Veteran's Affairs, will cover the full cost of attendance is considered to be payment in full.

Continuation of coursework, including enrollment for future semesters, and graduation, are contingent upon full and timely payment of all monies due Manhattan Christian College.

The amount due on a student account may fluctuate throughout a semester due to course additions or withdrawals, outside scholarships, and other student-initiated adjustments. A student may always view a current account balance online.

## Refund Policy

Various ongoing expenses, such as employee salaries and the purchase of materials and equipment, are incurred each year in response to a student's decision to attend Manhattan Christian College. Mandatory fees are non-refundable.

**On-Campus Program.** Refunds of tuition and housing/dining charges are made based on the following schedule in case of withdrawal from a specific course or the institution:

Within the first week	100%
Within the second week	75%
Within the third week	50%
Within the fourth week	25%
Beyond the fourth week	0%

NOTE: Due to the nature of block tuition, no refund will be calculated if the student remains enrolled in 12 to 18 credit hours.

Refunds are not available after the first day of classes for short-term programs, including but not limited to intersessions and directed studies. Books and other fees are non-refundable.

**Thunder Online.** The typical Distance Education course duration is eight weeks, with each week defined as Monday through Sunday. The course refund policy is as follows:

On or before the first day of class	100%
In the first week of the course	75%
In the second week of the course	40%
15th day and beyond	0%

Any withdrawal from a course or from the institution may have an impact on a student's federal aid or institutional scholarships. Students should always communicate with Student Financial Services before initiating a withdrawal. Students must request and complete the necessary paperwork to withdraw from a course prior to 5:00 p.m. central time of the deadline.

## **Return of Federal Financial Aid (Title IV) Funds**

Students receiving federal financial aid, excluding Federal Work-Study funds, who withdraw from the institution during the first sixty percent of a semester are subject to the federal Return of Title IV calculations. Federal aid is earned on a percentage basis, corresponding with the length of time students are enrolled in a semester. Students are considered to have earned one hundred percent of their aid after completing sixty percent of the semester. Student accounts are credited with one hundred percent of a semester's aid after enrolling in at least six hours of degree-seeking coursework. For non-traditional programs, one hundred percent of aid is credited upon verification of attendance in at least six hours of degree-seeking coursework.

Upon withdrawal, aid must be recalculated, and any unearned aid must be repaid to federal programs in the following order:

Federal Direct Unsubsidized Loans  
 Federal Direct Subsidized Loans  
 Federal Direct PLUS Loans  
 Federal Pell Grant  
 Federal Supplemental Educational Opportunity Grant  
 National TEACH Grant  
 Federal Iraq and Afghanistan Grant

The refund of tuition is calculated by the Manhattan Christian College refund policy and is a process separate from the federal Return of Title IV calculation. It is possible that a student could owe money to Manhattan Christian College. The refund of tuition is determined by Manhattan Christian College's refund policy and is a separate process from the federal Return of Title IV calculation. Because of the personal financial obligation incurred by withdrawing from Manhattan Christian College, students are strongly advised to visit with Student Financial Services before initiating the withdrawal process. The date used to calculate a refund and any required return of funds will be the student's withdrawal date, as described under Withdrawal Procedures in the Academic Information section of this catalog. In the event of an unofficial withdrawal, the date used will be the later of the midpoint of the semester or the student's last documented date of attendance.

## **Return of Unearned Military Tuition Assistance Funds**

Manhattan Christian College has a policy of returning any unearned Tuition Assistance funds directly to the military service branch. In cases where a service member withdraws due to military service obligations, the college will work with the affected service member to find alternative solutions that will not result in student debt for the returned portion of the funds.

Additionally, the college offers various financial assistance programs to help students with their educational expenses.

## Manhattan Christian College Scholarships

Offered to students who have applied, been admitted, and are seeking a degree from Manhattan Christian College. The student's application for admission and acceptance to the college will initiate the scholarship awarding process.

The following scholarships are awarded to our degree-seeking students the first year through the Admissions Process:

**President's Scholarship.** \$4,000 annually. Qualifications: ACT score of 25 or above, SAT score of 1140 or above, a cumulative grade point average of 3.5 or above, or a CLT score of 78 or above. Renewal requirement: maintain a 3.5 grade point average or better.

**Trustee's Scholarship.** \$3,000 annually. Qualifications: ACT score 21 to 24, SAT score 990 to 1139; or a cumulative grade point average of 3.0 to 3.49 or a CLT score of 68 to 77. Renewal requirement: maintain a 3.0 to 3.49 grade point average.

**Navy & White Scholarship.** \$2,000 annually. Qualifications: cumulative grade point average 2.5 to 2.99. Renewal requirements: maintain a 2.5 to 2.99 grade point average.

**Honors Scholarship.** \$1,000 freshman year only. Qualifications: ACT score 24 or above, SAT score 1160 or above. Non-renewable.

**Thunder Merit Scholarship.** \$500 to \$2,000. Renewable for one year. Award varies based on involvement, services, and other contributing factors. To be considered for this scholarship, students must complete the Thunder Merit Scholarship Application, be accepted for admission to the college as a degree-seeking student, and live on campus at Manhattan Christian College for the first two years after high school graduation.

**Ministry Scholarship.** \$500 to \$1,000. Renewable annually. Awarded to students who can demonstrate a passion for ministry in their past and a vision for ministry in their future. Students must be seeking a bachelor's degree from Manhattan Christian College and complete the Ministry Scholarship Application.

**Timothy Days Leadership Scholarship.** Manhattan Christian College's most prestigious award given to incoming freshmen. Winners demonstrate high levels of leadership and potential. Awarded according to the following schedule: First and Second Semesters – 50% of tuition costs, Third and Fourth Semesters – 50% of tuition costs, Fifth and Sixth Semesters – 75% tuition costs, semesters Seventh and Eighth Semesters – 100% tuition costs. Qualifications: Students must be nominated by their youth leader, minister, coach, or teacher. Must be a high-school senior and must attend an interview at one of the two Timothy Days Leadership events.

**Other scholarships are awarded through Admissions.** Several other Manhattan Christian College scholarships are awarded to incoming students for their first year only, including the Barnabas Bridge, Camper of the Week, and Thunder Thursday Campus Visit. Eligibility requirements are reviewed by Admissions. These scholarships are not renewable.

**Additional scholarship opportunities.** For current students, other scholarship opportunities are made available throughout the year. Applications, qualifications, and deadline dates are all made available through email notifications as well as advertised in the college's weekly publication.

All Manhattan Christian College scholarships fall under the refund policy stated earlier. If a student withdraws from Manhattan Christian College, their scholarships will be adjusted by the percentage with which the date of the withdrawal falls.

The academic scholarships, including President's, Trustee's, and Navy & White, are reconsidered for the following year through the Student Financial Services packaging process. The student's cumulative grade point average for the academic year will determine the level of scholarship. Scholarship levels may change from year to year, depending on the student's academic progress.

The Timothy Days Leadership Scholarship requires a maintained grade point average of 3.0 or above.

The Thunder Merit and Ministry scholarships will also be reviewed at the end of each academic year to ensure adherence to the renewal requirements.

Manhattan Christian College scholarships may only be applied to Manhattan Christian College tuition and fees as well as Manhattan Christian College housing and dining charges.

## Other Aid Programs

**Kansas Comprehensive Grant.** Amount varies annually. To be considered for this need-based grant, students must complete the Free Application for Federal Student Aid (FAFSA), be a residence of Kansas, and have graduated from a Kansas high school. Additional Requirements: Students must be enrolled full-time at Manhattan Christian College, and maintain a minimum cumulative 2.0 grade point average.

**Kansas State Scholarship.** \$1000 annually. A state aid application along with the Free Application for Federal Student Aid (FAFSA) must also be completed each year for new and renewal scholars. Requirements: Students must be enrolled full-time at Manhattan Christian College, and maintain a minimum cumulative 3.0 grade point average. This award is limited to four years.

**Veterans Administration.** Manhattan Christian College is approved for various forms of veteran financial assistance for education. There are several education benefits available under the new Forever GI Bill<sup>®</sup>, as well as other VA programs. Veterans and, in certain circumstances, their dependents can go to [www.va.gov](http://www.va.gov) to find more information and begin the process of applying for benefits.

GI Bill<sup>®</sup> is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at <http://www.benefits.va.gov/gibill>

**Military Active Duty.** Manhattan Christian College accepts Tuition Assistance Benefits. These benefits may be available for Active-Duty Military.

**Vocational Rehabilitation.** The State Department of Vocational Rehabilitation provides financial assistance for students seeking college degrees under certain circumstances.

**Title IV Programs.** Most students are eligible for some type of federal financial aid. Manhattan Christian College offers Federal Pell Grant, Supplemental Educational Opportunities Grant, Federal Work-Study, Federal Direct Loans (subsidized and unsubsidized), and Federal Direct Parent PLUS Loan. To determine eligibility, students should complete the Free Application for Federal Student Aid (FAFSA).

## Satisfactory Academic Progress

**Policy on Satisfactory Academic Progress.** Federal regulations require that federal financial aid recipients achieve Satisfactory Academic Progress (SAP) in order to maintain eligibility to receive Title IV program funds. Manhattan Christian College evaluates both quantitative and qualitative measures at the end of each semester. Official cumulative grade point average and the percentage earned is calculated by the Registrar's office. Student Financial Services will notify students that have failed to meet the minimum standard at the college.

To be eligible to receive federal Title IV funds, a student must:

1. Earn at least 66% of their credit hours attempted, and
2. Maintain a minimum 2.0 cumulative grade point average, and
3. Complete the degree within a maximum time frame.

NOTE: Courses in which an F, I, W, or Repeat are calculated as credit hours attempted but not earned within the 66% completion minimum requirement.

Students receiving federal aid must complete their degree within a maximum time frame –150% of the normal time required to complete the degree. This allows approximately 180 total credit hours attempted for completion of a Bachelor's degree. Courses in which an F, I, or W is recorded count as credit hours attempted toward the 150% – time frame maximum. For a traditional student attending full-time in the fall and spring semesters each year, the maximum time frame is six school years.

Transfer students, if eligible, shall receive Title IV funds for their first semester at Manhattan Christian College and then follow the same standards for Satisfactory Academic Progress as all other students. Transfer grades are not included in the computation of the cumulative grade point average. However, transfer students have their transfer credits subtracted from the total needed for the degree, and the maximum time frame is adjusted accordingly.

Courses in which an I status is recorded will be counted as credit hours attempted (quantitative) until a final grade is recorded. At that time, the final course grade will be calculated into the cumulative grade point average standard (qualitative). Students must meet all standards to continue to maintain eligibility.

Pertinent student academic information for all recipients of Title IV funds is reviewed at the end of each semester. Students who are deficient in hours or cumulative grade points after initial review will be placed on Financial Aid Warning. At the end of the next semester, a student's progress will again be measured, and the student will either be reinstated or placed on Financial Aid Probation (which a student may appeal). At the end of the next semester, a student's progress will again be measured, and the student will either be reinstated or placed on Financial Aid Suspension. Students on Financial Aid Suspension are denied financial assistance from any federal program until they can meet the Satisfactory Academic Progress qualifications.

Students subject to Financial Aid Warning, Financial Aid Probation, or Financial Aid Suspension are notified in writing before the beginning of the next term.

Students who are placed on financial aid probation and suspension may appeal the decision. Appeals are made in writing to the Title IV Appeals Committee.

Students must submit an appeal in writing indicating the grounds for the appeal and reasoning for why the committee should approve the appeal. Some of the possible grounds that the appeal committee may consider are injury or illness, the death of a relative, or other special circumstances that directly hindered the student's ability to maintain Satisfactory Academic Progress. The appeal must explain why the student failed to make satisfactory progress and what has changed in the student's situation that will allow the student to achieve satisfactory progress at the next evaluation. The student must also meet with the Academic Dean or Manhattan Christian College Registrar to develop an academic plan that will achieve the Satisfactory Academic Progress standards. This will be considered in the appeal committee decision.

The Title IV Committee reviews all appeals and comes to a final determination. If the appeal is approved, the committee may stipulate other special activities not listed in the academic plan, which a student would be required to complete during the coming academic term. The student is responsible for following all the Manhattan Christian College academic policies, including but not limited to attendance of classes as well as the completion of all required coursework. Deviation from the academic plan, such as withdrawal from a required class or non-attendance, will result in financial aid suspension with no further appeals.

If the appeal is rejected by the committee, a student may regain eligibility by completion of one of two options. The first option is for the student to complete a term or terms at Manhattan Christian College, paying the costs without using Title IV funds. At the end of each term, the student's progress will be evaluated. Once the student meets the Satisfactory Academic Progress standards, the student's eligibility would be re-established. The student will be informed in writing of the reinstatement.

The second option is for the student to withdraw from Manhattan Christian College, accomplish a term or terms at another institution with satisfactory grades to be readmitted to Manhattan Christian College, and transfer the credits. The student will have to re-apply to Manhattan Christian College and meet the criteria for re-admittance. The student will be re-admitted with the Financial Aid Warning status. The student will be evaluated for Satisfactory Academic Progress at the end of the term. If the student maintains Satisfactory Academic Progress qualifications, the warning is lifted. If the student does not maintain the standards, the student will once again be placed on suspension for Title IV aid.

The Financial Aid Director shall inform appealing students of the action taken by the committee directly as well as in writing. Decisions by the Title IV Appeals Committee are final and not subject to further review.

### **Student Life Information**

Students at Manhattan Christian College are expected to conduct themselves in a Christ-like manner at all times. Continued enrollment is contingent on conformity to the New Testament delineation of Christian character. Principles of Conduct and information about housing and student life at MCC can be found in the Student Handbook. The handbook can be viewed on the college website.

## Academic Information

### Mission

The Academic Department exists to educate, equip, and enrich Christians to be leaders through quality academic programs.

### Academic Programs Information

Manhattan Christian College offers four- and five-year bachelor's degrees, two-year Associate of Arts degrees, and an adult student degree completion program via Thunder Online. At the bachelor's level, the student may pursue a Bachelor of Arts degree, which includes a language study, or a Bachelor of Science degree. All MCC bachelor degrees include a Bible/Theology major, general education, leadership, professional studies major, and unrestricted electives.

Dual-degree programs are developed in cooperation between MCC and Kansas State University and Manhattan Area Technical College. A student pursuing a dual-degree is responsible for making application for admission to either KSU or MATC. Admission to MCC does not assure or imply admission to KSU or MATC. The student should review the other institutions' curriculum materials and meet with one of their advisors to obtain the most up-to-date and specific requirements for their degree. An MCC degree program may be changed through appropriate academic channels at any time. In cases where changes have been made while a student is pursuing a degree program at MCC, the following options are available:

- Completing degree requirements for the program undertaken when entering MCC.
- Completing degree requirements for the program as described in the current catalog.
- A student may not mix requirements from two or more catalogs.

Thunder Online students are typically adult students that are lifelong learners who generally are 22 years or older, and/or have additional responsibilities (e.g., family, career, military, community) and are seeking a degree or other educational offering (credit or non-credit) to enhance their professional and/or personal lives.

### Continuation and Graduation Policies

#### Academic Probation/Dismissal Policy

Regardless of degree intent, all students are subject to the probation/dismissal policy.

**Probation.** Students who do not attain a minimum cumulative 2.0 GPA will be placed on academic probation for the following semester.

A student who is placed on academic probation may be required by the Academic Dean to take a reduced course load. Students on academic probation may also be restricted from participation in extracurricular activities. Students on academic probation must enroll in ORN 010 Study Seminar during each semester of probation status. Students will be removed from probation at the time they earn a cumulative 2.0 GPA.

Students who have a semester GPA below 2.0, but a cumulative GPA of 2.0 or higher, while not considered "on academic probation," are required to enroll in ORN 010 Study Seminar the following semester.

**Dismissal.** If after being placed on academic probation, a student continues on academic probation at the end of the next semester of attendance, that student will be disqualified and dismissed from MCC unless the GPA for the most recent semester of enrollment was above the previous cumulative GPA. In that case the student may be placed on continuing probation.

A student who does not attain a cumulative minimum 1.0 GPA in the first semester at MCC will be academically dismissed.

A student admitted or readmitted on academic probation who does not attain the GPA of 2.0 by the end of the semester will be dismissed from MCC.

A student reinstated after an academic dismissal, who does not attain the GPA of 2.0 by the end of the semester will be dismissed from MCC.

A student who is academically dismissed will not be allowed to attend MCC for a minimum of one semester. If a student who has been academically dismissed is seeking readmission, he or she must, as part of their readmission process, write an appeal letter to the Vice President of Academic Affairs (VPAA). The letter must explain their reasons for seeking readmission and what he or she will do differently in order to succeed. The letter should be submitted with other readmission documents and given to the VPAA by the admissions team.

If the appeal is successful, the student is then required to meet with the Registrar and their Academic Advisor to discuss steps he or she will take to be academically successful.

**Reinstatement.** A student who has been reinstated is placed on academic probation for the subsequent semester and must attain a GPA of 2.0 in that semester or will be dismissed again. Petitions to appeal a denial of reinstatement to MCC should be directed to the Student Academic Appeals Board, which consists of each academic department head with one appointed as chair of the appeals board, and a representative from Student Life.

## **Academic Integrity Policy**

A student is expected to demonstrate the highest Christian character in academic integrity. The student is expected to do personal work and to acknowledge the source of another person's words, ideas, statistics, or other materials.

**Definition of Academic Dishonesty.** Academic dishonesty includes cheating, plagiarism, falsification of credentials, and any other means of taking credit for academic productivity that is not one's own. Plagiarism is offering the work of another, published or unpublished, as if it were your own.

**Consequences of Academic Dishonesty.** When a student practices academic dishonesty, the professor has the option of any or all of following sanctions: (a) requiring the test or assignment be redone for full or partial credit; (b) giving a failing grade for the test or assignment; or, (c) giving a failing grade for the course. Severe or repeated academic dishonesty by a student may become a matter of disciplinary action leading to dismissal. A written report form is completed by the professor and becomes part of the student's permanent record. A student may appeal the professor's judgment of academic dishonesty and the assessed penalty to the Vice President for Academic Affairs.

### **Process for Reporting Academic Violations**

1. The faculty member informs the student of the allegation while taking into account the confidential nature of the information and the goal of maintaining an environment that supports teaching and learning.
2. When evidence suggests that academic dishonesty has occurred, the faculty member will enter the charge and the academic sanction on the college's Academic Integrity Form, will sign the form, and then convey the charge and sanction to the student for his or her signature (in person or through other methods if necessary). Any appropriate documentation will be attached to the form.
3. After reviewing the allegation of academic dishonesty with the student, the faculty member may provide the student with an additional period of time (not to exceed 2 weeks) before the student has to make a decision and sign the Academic Integrity Form as to whether or not to accept the academic sanction(s). A student's failure to sign the Academic Integrity Form, by the specified deadline, consistent with college procedures, will be construed as not contesting the charge or sanction(s) and the adjudication process will go forward as defined by college procedures.
4. Once a student has been informed that academic dishonesty is suspected, the student may not drop the course during the adjudication process. The VP for Academic Affairs is responsible for notifying the Registrar's Office when academic dishonesty is reported in a course. Any drop or withdrawal from the course during this time will be reversed. A student who has received an academic sanction as a result of a violation of academic integrity may not drop or withdraw from the course at any time. This drop policy may be superseded in exceptional circumstances (i.e., trauma drop). In these cases, the VP for Student Life will consult with the VP for Academic Affairs to determine if the drop is warranted.
5. Upon an appeal, the final decision on a sanction(s) may differ from the sanction recommended by the faculty member regardless of whether or not the student accepts responsibility for the violation. For this reason, a student who has been notified of an alleged academic integrity violation should continue to attend classes and meet course requirements during the adjudication process. If the student chooses not to attend class or fulfill course expectations while the College completes its review of the academic integrity case, he or she agrees implicitly with the sanctions recommended by the faculty member and will receive their grade as appropriate. The VP for Academic Affairs will communicate in writing to the student the imposed sanction(s) upon conclusion of the review.

**Appeal Process Guidelines.** The following guidelines will be adhered to during all disciplinary decision-making processes:

- Due process will be granted to a student before MCC will impose any sanction upon one who has violated its rules or regulations.
- Students who do not agree to the faculty member's allegations of academic dishonesty may appeal their case with the VP for Academic Affairs by signing the appropriate section of the Academic Integrity Form.
- The student may make a final appeal if the student does not agree with the decision of the VP for Academic Affairs. The VP for Academic Affairs will create an ad hoc faculty committee made up of three uninvolved professors to hear such appeals. The request for this final appeal must be made in writing to the VP for Academic Affairs within ten business days of his decision. The student is responsible to provide to the committee any evidence that supports their position for appeal.
- If the decision-making process involves a faculty hearing, the student will be notified in writing as to the time and place of the hearing. The student has the right to have another person present for any hearing.
- In the case of pending dismissal, the student will receive a written notice of the witnesses to appear, and will have an opportunity to inspect the evidence.
- No person, student or otherwise, will be forced to be a witness.

In all instances of appeal, student will be given a written statement of the findings of facts, the basis for the decision, and the nature of the disciplinary measures.

## Artificial Intelligence Policy

Artificial Intelligence (AI) technology has provided access to language-processing aids and generative AI tools (ChatGPT, Grammarly, browser chatbots, etc.). MCC views AI tools the same way we view collaboration with other people and resources. Discussing ideas and working with other people is appropriate as long as the work that the student submits is their own. AI tools can be valuable to students in overcoming learning challenges, for inspiration, or for considering alternatives.

MCC values creative, original thinking and problem-solving. Therefore, AI tools should assist in the learning process and should not replace a student's own original intellectual work. We expect that AI tools are used in alignment with our values and that a student's work is original. Work that is not original and does not meet the following guidelines will be treated as academic dishonesty, as described in the Academic Integrity Policy found in the Academic Catalog.

Each professor or instructor can expand upon this policy and adapt it to specific courses. Specific guidelines for appropriate use and citation are listed below.

### Guidelines for Use:

You should...

- ...double-check to ensure sources conform to the nature of the assignment.
- ...consult the syllabus for each course.

You should not...

- ...give an AI tool your homework description or assignment prompt and ask it to write it for you.
- ...copy and paste anything from your conversation with an AI assistant back into your assignment. Instead, use your interaction with the tool as a learning experience, then let your assignment reflect your improved understanding.
- ...use an AI tool without including any sort of acknowledgment (e.g., a citation or in-line statement) in your assignment.

You can...

- ...use AI tools to help with brainstorming and idea generation (e.g., examples of sub-points, potential research topics, etc.).
- ...use AI tools for language translation or communication support for writing-based learning disabilities.
- ...ask an AI tool clarifying questions about a prompt or topic you have trouble understanding.
- ...copy your own work into an AI conversation, and ask the tool to identify errors or suggest edits.
- ...ask an AI tool to critique the logic of your argument and offer potential rebuttals.

### AI Citation Formats:

APA:

AI company. (Year of conversation). *Name of AI tool* (version) [Descriptor]. Tool URL

OpenAI. (2024). *ChatGPT* (March 14 version) [Large language model]. <https://chat.openai.com>

Chicago/Turabian:

Name of AI tool, the prompt or task, date of conversation (month-day-year), AI company, tool URL.

ChatGPT, response to “summarize the life of Genghis Khan,” July 19, 2023, OpenAI, <https://chat.openai.com/chat>.

MLA:

The prompt or task. Name of AI tool, version, AI company, date of conversation (day-month-year), tool URL.

“Example of an MLA citation” prompt. ChatGPT, GPT-4, OpenAI, 30 June 2023, [chat.openai.com/chat](https://chat.openai.com/chat).

## Character Requirements

Since students at Manhattan Christian College are expected to conduct themselves in a Christ-like manner at all times, continued enrollment is contingent on conformity to the New Testament delineation of Christian character.

As noted in the Student Handbook, the standard of conduct at Manhattan Christian College is positive Christian living. All members of the college community will seek to live according to the principles of life revealed by and in Jesus Christ, as taught in scriptures. The goal is for such a quality of living as will provide the fruit of the Spirit in students’ lives. Representative scriptural guidelines are found in Philippians 4:8; I Corinthians 6:12, 10:23,31; Galatians 5:16-25; Colossians 3:17; I Thessalonians 4:1-8; and Philippians 2:1-11. See the Student Handbook for a complete discussion of Christian character expectations. The MCC Student Handbook is online at the MCC website: [www.mccks.edu/current-students/](http://www.mccks.edu/current-students/).

A student integrity support system has been formed through the partnership of academic affairs and student development to provide accountability and to promote growth in the area of Christian integrity development. Should a student’s integrity become such that the privilege of graduating from the college will not be granted, the student may appeal the decision to the President of the college.

## Commencement and Awarding of Diplomas

The college encourages all graduates to participate in commencement. MCC has only one commencement ceremony in the spring of each year. Diplomas will be delivered to students when all graduation requirements are met and all financial obligations to the college have been cleared with the office of business affairs.

## Commencement Participation Policy

**Spring Petitioner.** An MCC student petitioning to graduate in a spring semester may participate in the commencement ceremony only if the student will have met all graduation requirements by the end of that semester. A student with a directed field experience pending will not be allowed to participate in the commencement ceremony. The student may participate in a subsequent ceremony upon completion of the directed field experience.

**Summer and Fall Petitioner.** An MCC student petitioning to graduate in summer or a fall semester may participate in the subsequent spring ceremony after all graduation requirements have been completed.

## Graduation Requirements

In order to graduate the student must petition the faculty for graduation by completing and submitting the required form obtainable from the Registrar's Office. Deadlines for petitioning and other graduation related dates will be provided to the student by the Registrar's Office prior to the beginning of each semester. To graduate the student must fulfill all financial obligations to MCC and all courses required for the degree and have on record with the Registrar's Office official transcripts of all postsecondary institutions attended. The student must attain a cumulative GPA of 2.0 and have sufficient Christian Service credits.

Christian Ministry majors are required to earn a minimum final grade of 70% (C-) in each of their Christian Ministry Core courses and in their declared emphasis courses to graduate.

## Latin Graduation Honors

At graduation a student may qualify for various honors awarded during the commencement ceremony. These awards are based on achievement in all course work taken at MCC. Further, only course work taken at MCC is used in determining graduation honors. Each year Latin graduation honors recognize approximately 20% of graduating students. A student must have a minimum cumulative GPA of 3.60 to qualify for Latin graduation honors. The awards are:

Top 3% - Summa cum laude

Next 7% - Magna cum laude

Next 10% - Cum laude

## Residency Requirements

To receive a degree from MCC the student must earn a minimum of 32 credit hours of course work at MCC. These are normally the last hours earned. Usually, these hours include at least 3 hours of leadership, 3 of theology, 6 hours of Bible, and 12 hours of professional studies.

## Transcripts and Diplomas

Transcripts and diplomas are issued from the MCC Registrar's Office. Request forms are available ([www.mccks.edu/academics/](http://www.mccks.edu/academics/)) and signatures are required.

## Requesting a Transcript

A transcript is a certified, official copy of a student's permanent record. Since it contains confidential information, it cannot be released to anyone other than the student without written permission unless it is mailed directly to another institution from the Office of the Registrar.

Transcripts are ordered online through the National Student Clearinghouse (NSC) using any credit/debit card. Current students will be charged processing fees and former students will be charged \$15.00 per recipient plus processing and delivery fees. The credit/debit card will only be charged after the order has been completed. Students can order as many transcripts in a single session. The NSC will provide email and/or text notifications for every step of the process, including delivery and order tracking.

Standard processing for transcripts is one to three business days, unless expedited service is requested. Additional processing time could result from data mismatches and/or during peak periods, such as end of term or commencement preparation (April and May). Transcript orders will not be processed when the Office of the Registrar is closed. More information can be found on the college's website and the NSC website.

## **Issuing Diploma**

Based on the approval of a student's petition to graduate, the student's original diploma will be delivered when all graduation requirements are met and all financial obligations to the college have been cleared with the Office of Business Affairs.

Upon initial graduation petition, students may request that the standard printed diploma be replaced with a simple 'Bachelor of Arts' or 'Bachelor of Science' without the degree detail information.

## **Requesting a Reissued Diploma**

Graduates who find they need a duplicate or replacement diploma should contact the Registrar's Office for information regarding how to request a reissued diploma. A nominal fee applies.

## **Withdrawal Procedures**

Whenever a student terminates enrollment at MCC, the student should make sure to do so properly. Upon making a decision to withdraw after consultation with the Vice President of Student Life, a student should notify the Registrar's Office of their intent. The student may need to inform other campus offices (i.e., business office, financial aid, housing). If so, the Registrar's Office will direct the student through the remainder of this withdrawal process. If all course work is being terminated before the end of the semester ("dropped"), the student is responsible for officially withdrawing from all courses. At the time a student's enrollment at MCC ends, the student's academic record is closed, with all incomplete grades converting to "F" and statements of personal and/or academic standing being made on the transcript, as appropriate.

## **Enrollment Information**

### **Advising and Registration**

The degree programs are listed in this catalog for the benefit of students and their advisors. The student is advised to study carefully the programs and the graduation requirements. While there are certain core courses common to all the degrees, there are also some significant differences in chosen emphases that the student should have clearly in mind.

Academic advising at MCC is a collaborative relationship in which student and advisor work to develop and meet the student's educational and vocational goals. Academic advising equips the student to think critically, seek out resources, and develop action steps consistent with gifts, talents, and passions. Although the advisor provides guidance, responsibility for making and implementing these decisions rests with the individual student.

After meeting with an advisor each semester, the advisor will submit the schedule to the Academic office for enrollment. Students may drop or add courses through the open registration period (typically the first week of class) by contacting the Academic office. Student should be aware that self-initiated changes of their schedule may affect successful completion of their academic program and should be done carefully and preferably after meeting with the student's academic advisor.

New students are provided registration packets and a faculty advisor at the time of new student enrollment or registration. Program course sequences allow students to follow progress from one year to the next in an orderly sequence. Non-sequential arrangement of courses can create scheduling conflicts, which may make additional time necessary in order to meet graduation requirements. Every student should check with their faculty advisor on these matters.

After meeting with an advisor, the advisor will submit the schedule to the Academic office for enrollment. No student may officially be enrolled in classes until the student's admission is completed, and all enrollment forms are approved.

### **Late Enrollment/Registration Policy**

A late enrollment fee is assessed when students have not completed the enrollment process by the end of the first day of class each semester. To complete enrollment, a student must have enrolled in classes and made payment arrangements. The student's academic advisor is available to assist with course enrollment. The student's financial counselor is available to assist with payment arrangements. Students participating in a deferred payment plan will be assessed a deferred payment fee.

### **Auditing a Course**

To audit a class a student must attend at least 80% of the class meetings. The student is not required to take tests or turn in homework. If the student changes from credit to audit after six weeks, 80% of the remaining classes must be attended. No withdrawal or change from credit to audit is permitted during the last four weeks of the semester.

### **Class Attendance Policy**

Because the classroom experience is a valuable part of the educational process and to promote the development of good habits in the life of a Christian leader, a student is expected to attend class, participate in class discussion, and complete course requirements. Because of the variety of class sizes and objectives, instructors have authority for attendance and any effect that absences might have upon final grades. Instructors will have their attendance policy stated in their course syllabus.

Eight days after the course starts, instructors must notify the Registrar's Office in writing of any students who have not attended their course or contacted the instructor about their intention to participate. Students who do not attend during the first week will be administratively dropped from the course.

Instructors must keep accurate attendance records throughout the course so that the date of last attendance is available. The date of last attendance will be reported by the Registrar's Office to the Financial Aid office on all dropped courses after the open drop/add period.

### **Earning Credit through Non-Traditional Delivery Methods**

#### **Credit by Distance Learning**

Distance learning courses are delivered via the Internet with our consortium partner, College Consortium.

**On-Campus Students.** Enrollment is obtained through the permission of the student's advisor and the Registrar's Office.

**Non-degree Students.** Distance education courses are available for any non-degree student who desires to further their learning. Permission to enroll in a distance education course must be obtained through the Registrar's Office. Distance learning courses from other post-secondary institutions for transfer of credit will undergo the same evaluation as any course requested for transfer.

### **Credit by Examination and Prior Learning**

Manhattan Christian College accepts College Level Examination Program (CLEP), Advanced Placement (AP), International Baccalaureate (IB), DANTES Subject Standardized Test (DSST), and other recognized credit-by-examination credits for equivalent general education courses. Credits-by-examination may be transferred to MCC if applicable to the student's specific degree program.

Credit for Prior Learning (CPL) is a method of documenting and validating previous college-level learning. Credit may be awarded based on the evaluation of the learning attained in technical or professional training, non-credit classes or work experience.

Credit may also be earned for non-collegiate training in the military. Credit will be awarded after receiving appropriate forms (JST transcript, DD214, DD295) and will be based upon the recommendations set forth by the American Council on Education as indicated in the Guide to the Evaluation of Educational Experiences in the Armed Forces.

MCC will not award credit for national proficiency examinations or credit for prior learning based solely upon the evaluation or transcription of credit by any other university, college, or organization.

A maximum of thirty percent (30%) of a student's chosen degree program can be completed through non-classroom contact (such as credit-by-examination, credit for prior learning, military experience, et cetera). A tentative evaluation of credits for transfer is usually made as a part of the admissions process. An official transcript of credits is completed after the student has been admitted to a degree program and has begun the first full semester of study at MCC.

The opportunities to demonstrate academic competence are being increased and modified continually, so students should inquire about the current possibilities with the MCC Registrar's Office.

### **Credit by Transfer**

Manhattan Christian College accepts credit for equivalent courses bearing a "C-" (2.0) or higher grades from institutions accredited by regional accrediting commissions or the Association for Biblical Higher Education. Courses that are determined to be comparable in nature, content, level of credit, and relevant to MCC degree programs will be considered for transfer.

Credits from institutions not accredited by associations listed above may be accepted following validation. Validation consists of the following: (a) Only courses bearing a "B" (3.0) or higher grades will be eligible for transfer; (b) A review of syllabi, faculty credentials, grading standards, and other relevant learning resources at the sending institution will be conducted; and, (c) The student must earn a cumulative GPA of 3.0 or higher in the first semester of full-time enrollment at MCC. In some cases, only partial credit may be recognized for work done at colleges operating below conventional college standards.

The amount of credit transferable from other institutions may vary according to the student's selected degree program.

## Semester Credit Hour Policy

The traditional academic calendar is based on two semesters, each composed of approximately sixteen weeks of classes and final examinations. Courses are offered on a credit-hour (or semester-hour) basis.

The unit of semester credit is defined as college-level credit that is awarded for completion of coursework, the transfer of coursework from another institution, or the evaluation of college-level prior learning (CPL). One credit hour (at least 50 minutes) reflects an amount of work represented in the intended learning outcomes and verified by evidence of student achievement for these learning outcomes. A credit hour is awarded on the basis of one of three sets of criteria.

1. Lecture/In-Class courses: The completion of one credit hour\* of classroom or direct faculty instruction and a minimum of two credit hours\* of out-of-class student work each week for one semester (15 weeks); or
2. For Distance/online or hybrid, and accelerated courses: The completion of an equivalent amount of faculty instruction and student work, as stipulated above in paragraph (1), that may occur over a different amount of time; or
3. For Directed Field Experience/Internships/Practicum/Independent Study/Individual Instruction courses: The completion of an institutionally sanctioned academic activity that is equivalent to the amount of work stipulated in paragraph (1), that may occur over a different amount of time.

	Traditional Lecture/In-Class Credit Bearing Course or Online Course (per semester)		Non-Traditional Credit Bearing Experience [i.e. DFE, Internship, Independent Study] (per semester)
Credit Hours Earned	Minimum Amount of Instruction Time Required	Minimum Amount of Time Required Outside of Class/Instruction Time	Amount of Time Required for all Activities
1 Credit	12.5 hours	25 hours	37.5 hours
2 Credits	25 hours	50 hours	75 hours
3 Credits	37.5 hours	75 hours	112.5 hours
4 Credits	50 hours	100 hours	150 hours
5 Credits	62.5 hours	125 hours	187.5 hours

For example, in a three-credit hour traditional lecture/in-class course, students spend 150 minutes in class per week for 15 weeks, resulting in 37.5 contact hours for the semester. Students are expected to engage in reading and other assignments outside of class for at least 5 hours per week, which adds up to 75 hours. These two sums should result in total student engagement time of 112.5 hours for the course. In a credited DFE/internship, these hours may be allotted differently. For example, the student may spend 1 hour a week for 15 weeks in meetings with their supervisor, work at their placement 4 hours a week for 15 weeks, and spend at least 37.5 hours during the semester on planning and documentation. The total student engagement time is the same (i.e., at least 112.5 hours). Note that these time allotments are minimums, not maximums.

All credit-bearing experiences require syllabi, which will include the number of credit hours, class meeting times or minimum number of hours required at an alternative site, and a schedule of required assignments. \*This rule refers to a 50 min. "Carnegie hour" so the requirement is for 12.5 clock hours (750 min.) of direct instruction or a total of 37.5 clock hours (2,250 min.) of total student work for one semester credit.

Eighteen semester hours are considered the maximum load. Special permission to enroll in additional courses

beyond this maximum must be secured through the student's advisor and the Vice President for Academic Affairs. Additional fees must be paid for course work in excess of eighteen hours.

## **Drop/Add Policy and Procedures**

Each student is responsible for enrollment maintenance. A student who does not follow the stated procedures to add a course will not be enrolled in it. A student who does not follow the stated procedures to drop a course, but instead just "walks away" from a course, will receive a grade of "F" for the course. The policy for dropping courses varies depending upon the length of the course.

### **Sixteen Week Courses:**

#### **Policy for Drop/Add of Sixteen Week Courses:**

1. Drop during the first 20 days of class: The course will not be recorded on the student's permanent record.
2. Drop between the 21st day and the end of the twelfth week of class: A grade of "W" will be recorded on the student's permanent record. The grade of "W" is not calculated into the grade point average.
3. After the twelfth week, the course may not be dropped and a grade will be assigned by the instructor and recorded on the student's permanent record.

#### **Procedure for Drop/Add of Sixteen Week Courses:**

1. During the first week of class students may drop/add by contacting the Registrar's office.
2. After the first week of class, consult the Registrar's Office or advisor to get a drop/add form.
3. Get a signature of approval from the advisor.
4. Get a signature of approval and last day of attendance from the professor.
5. Return the signed drop/add form to the Registrar's Office.

### **Eight Week Courses:**

#### **Policy for Drop/Add of Eight Week Courses:**

1. Drop before second week of the course: The course will not be recorded on the student's permanent record.
2. Drop after the beginning of the second week of the course and before the end of the fifth week of the course: A grade of "W" will be recorded on the student's permanent record. The grade of "W" is not used in calculating the grade point average.
3. After the beginning of the sixth week: The course may not be dropped and a grade will be assigned by the instructor and recorded on the student's permanent record.

#### **Procedure for Drop/Add of Eight Week Courses:**

1. Consult with your course instructor.
2. Consult with the Registrar's Office or advisor to get a drop/add form. If the student is a part of the Thunder Online Campus, contact the Director of Thunder Online to have a drop/add form filled out for you.
3. Get a signature of approval from the advisor.
4. Get a signature of approval and last day of attendance from the professor. Last day of attendance will be the day of last course specific activity (quiz, forum, submitted assignment).
5. Return the signed drop/add form to the Registrar's Office.

## Student Classification

A student is classified according to total credit hours taken at MCC and the credit hours transferred from other colleges.

<u>Classification</u>	<u>Total Credit Hours</u>
Freshman	0-29 hours
Sophomore	30-59 hours
Junior	60-89 hours
Senior	90+ hours

## Supplying Transcripts from Other Institutions

At the end of each semester students at Manhattan Christian College who have taken course work at another institution of higher education should request the institution's Registrar's Office to send to the MCC Registrar a record of credits earned at the institution.

## Grading

### Change of Grade Policy

A change of grade for any grade other than a grade of incomplete "I" may be made after a final grade has been submitted only when the case involves a grade calculation error by the instructor.

### Dean's List and Honor Roll

A full-time student who has a semester GPA of 3.60 or above will be listed on the Dean's List for outstanding achievement. A student with a semester GPA of 3.25-3.59 will be listed on the Honor Roll. The student must complete at least 12 hours of work at MCC in a given semester to qualify for either the Dean's List or the Honor Roll. An incomplete or an unofficial withdrawal from a course enrolled in for credit at the beginning of the semester may disqualify the student from either honor. A student in their final semester may qualify for the Honor Roll or the Dean's List with fewer than 12 hours.

### Grade Reports

Grade reports are available during the term for each course through MCC Online. Final grade reports are available to student in Empower at the end of the semester. Semester grades become a part of the student's permanent record.

## Grading System

Grades will be determined by individual professors as outlined in course syllabi. The college uses the following grade points to compute a semester GPA and a cumulative GPA. The cumulative GPA is computed on the basis of all credits attempted at MCC. The only exception is courses that are retaken and are not used in the calculation process.

Letter Grade	Suggested Numerical Value	Quality Points
A	93-100	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0
C-	70-72	1.7
D+	67-69	1.3
D	63-66	1.0
D-	60-62	0.7
F	59 or below	0.0

- A signifies work of distinctly superior quality. Recitations and examinations indicate mastery of the course content and competent correlation of facts and principles. This grade should be given only when the student demonstrates scholar hip, initiative, a positive attitude, and cooperation in the class.
- B Is assigned for work of above average quality. The student is interested, thorough in preparation and fulfillment of assignments, and observes directions regarding form, organization, and quality of content in written work. Recitations and tests give evidence of mastery of course content and of the ability to express oneself clearly. This grade should not be given when the essential work of the course is missing or done in a careless fashion.
- C indicates work of satisfactory character. The student is able to understand the basic elements of the course. Assignments are prepared promptly and are written in correct English. A grade of C should indicate the capability of the student to continue to the next advanced course in the field.
- D indicates that while the work for the course is not adequate for mastery of the content of the course, it is passing. A grade of D may be given when assignments are not completed and individual comprehension or improvement in the field is not evident.
- +/- Plus (+) indicates achievement in the upper third of a rank/grade. These (+/-) apply only to the grades A through D. Minus (-) indicates achievement in the lower third of a rank/grade. These (+/-) apply only to the grades A through D.
- F indicates failure to comply with course requirements or a definite inability to comprehend the basic elements of the course.
- W indicates withdrawal without assignment of a grade.
- CR indicates credit for a course for which only credit rather than a letter grade is given on the transcript.
- NC indicates no credit for a course for which only credit rather than a letter grade is given on the transcript.
- AU indicates credit for an audit course when there is at least 80% attendance.
- I indicates an incomplete which is given only when extenuating circumstances prevent completion of work during the semester.

## **Incomplete Grade Policy**

An incomplete grade must be requested of the instructor by the student and will be granted only if the extenuating circumstances are sufficient to have made it impossible for the work to have been done before the end of the course. A request for an incomplete must be made prior to the last class period. Any conditions for receiving an incomplete grade and completing the course are set by the instructor and agreed upon in writing by the student at the time the incomplete is granted. A deadline for completing the course may not exceed 30 days after the course end date.

To give a student an incomplete grade in a course, an instructor completes an incomplete grade form and submits it to the Registrar. When the student has completed the work, the professor then submits a final grade. After the deadline for completing has passed, any incomplete not replaced by a final grade submitted by the instructor will be administratively converted to the grade of “F” by the Registrar’s Office. Courses that are considered credit/no credit will receive a grade of “NC” if the deadline has passed for completion of the incomplete agreement and a final grade of “CR” has not been submitted. Courses with a grade of “I” will not be used in calculating a student’s GPA.

## **Retake Policy**

A student may repeat enrollment in a course because of a low or failing grade. Retakes can be accomplished only by re-enrolling in and completing a MCC course. If a course is retaken, the original course and grade line is marked as “retaken” on the transcript and removed from the grade point average as long as the most recent course grade is equal to or higher than the previous grade. The higher grade will be used in the grade point average computation.

Although there is no limit to the number of times a course may be retaken, a student may retake a course with subsequent removal of the prior grade from calculation of the grade point average only once for each course. A total of five courses may be considered as retaken for grade point average purposes during the student’s academic career at MCC. Any grades obtained from retaking courses beyond these limitations will be used in calculating the grade point average. A retaken course will count only once toward meeting degree requirements. Additionally, any course retaken after completion of a bachelor’s degree will not affect the credits or the grade point average applied to that degree.

## **Other Policies**

### **Christian Service**

The MCC philosophy of Christian service is based on the idea that academic preparation and practical service activities are valuable in the college experience. Students enrolled in a full bachelor’s degree at MCC serve and receive one credit of Christian Service for every semester enrolled minus one, with a maximum of seven and a minimum of three credits. Students enrolled in an associate degree program serve and receive one credit of Christian Service for every semester enrolled minus one, with a maximum of three and a minimum of two credits. Students enrolled in a degree completion program must serve three semesters for three credits, regardless of how long it takes to complete the degree program.

The Christian Service program is guided by the Christian Service Committee, represented by faculty and staff. The syllabus for each CHR course contains detailed information about Christian service requirements.

### **Final Examination Schedule**

All students are expected to take final examinations at the time scheduled. Only in cases of extreme emergency will published examination schedules be broken. Personal plans for after-school activities, including weddings, do not constitute emergencies. In case of emergency, the student should clear absences with the professors

involved. At the option of the professor, a student's final examination may be waived on the basis of exemplary grades, attendance, and participation. The availability of this alternative and its conditions are to be specified in the course syllabus. This option is a matter of professorial discretion and is not a prerogative of the student.

### **Student Records Policy**

To protect the privacy of student records and to comply with federal law, MCC has implemented a policy regarding student records. This policy seeks to ensure adequate protection of student records while providing the necessary data for the institution and the community to conduct appropriate pursuits. The college will protect the confidentiality of student records and ensure they remain out of the hands of those who would use it for other than legitimate purposes. Academic records are kept for a minimum of seven years after departure. All members of the faculty, administration, and clerical staff will respect confidential information they encounter in the work place.

### **Definitions**

**Student** is defined as one who has attended or is attending Manhattan Christian College.

**Educational records** are records directly related to a student and maintained by MCC. These records do not include files kept in sole possession by individuals and used as a memory aid and are not accessible to any other person except a substitute for the maker of the record.

**Directory information** is defined in the catalog and is: a student's name, local address and phone number, permanent mailing address, e-mail address, classification, degree program, dates of attendance, admission or enrollment status, degrees and awards received, date of birth, and hometown.

**Confidential information** is the remainder of the student record that is not defined as "directory information."

**Record** means any information or data recorded by any employee in any medium, including, but not limited to: handwriting, print, tape, film, microfilm, microfiche, or any form of electronic data storage including e-mail.

### **Release of Directory Information**

The Registrar's Office releases directory information to anyone upon inquiry. A student may request the college to withhold directory information by submitting a request for non-disclosure to the Registrar's Office. Students must request a non-disclosure of directory information form from the Registrar's Office within one week after registering for classes. The Registrar's Office will notify other appropriate college offices regarding the student's request. The student must submit the request to withhold directory information each semester of enrollment.

### **Release of Confidential Information**

Each type of student record is the responsibility of a designated college official, and only that person or the vice president to whom that person reports have authority to release the record:

- Academic records: Registrar
- Admissions records: Vice President for Student Life
- Financial Aid: Director of Financial Aid
- Business records: Vice President for Business Affairs
- Alumni/Donor records: Director for Institutional Advancement

1. Confidential records will not be released without the written consent of the student involved, except in following instances: (a) to other college personnel, (b) concerning the student's application for financial aid,

(c) in response to a judicial order or subpoena, (d) in a bona fide health or safety emergency, (e) to other schools at which the student seeks or intends to enroll, (f) to parents of a dependent student, or (g) to the U.S. Commissioner of Education, the Director of the National Institute of Education, the Assistant Secretary for Education, or state educational authorities.

2. Each student is entitled to a copy of their academic transcript upon written request.
3. Documents submitted in support of a student's application for admission or for transfer credit will not be returned to the student nor sent elsewhere. The student should request another document from the original institution.
4. Faculty and administrative officers of MCC may review the academic records of any student by showing a need to know before an academic record is released.
5. The contents of the official folder of a student will not be sent outside the office of the Registrar or other record offices except in circumstances specifically authorized by the Registrar or the custodian of the other records.
6. A request for a transcript or other academic information from another institution of learning, which states the reason for the request, may be honored as a matter of institutional courtesy.
7. Requests from research organizations making statistical studies may be honored without prior approval of the student provided no information revealing the student's identity is to be published. The Registrar will decide validity of the study as it applies to education and the privacy rights of students.

### **When Records May Be Withheld**

Transcripts and future enrollment at MCC will be withheld due to delinquent accounts or official disciplinary action. Removal of the hold only occurs when the Registrar's Office receives written authorization from the official who originally requested the action.

### **Review and Challenge of Records**

Students have the right to inspect their academic records and are entitled to an explanation of any information recorded on it. A student must submit a written request to the Registrar's Office to gain approval for the inspection. The student must conduct the examination of the academic record in the Registrar's Office.

A student has the opportunity to challenge or amend the contents of an academic record. Challenges must be made in writing to the Vice President for Academic Affairs. Written challenges must identify the record in question and provide a brief explanation of the reason for faulting the record. The Vice President for Academic Affairs will decide within 30 days of receiving the written challenge the validity of the challenge and notify the student of the decision. Changes to or comments about the academic record will only be made upon the approval of the Vice President for Academic Affairs.

A hearing may be requested if the student is still dissatisfied. The hearing, conducted by a hearing officer appointed by the president, will be held within two weeks. The student will have the opportunity at the hearing to present any relevant evidence. A decision will be rendered within two weeks after that hearing. The student may place a statement in the file if the result does not satisfy the complainant.

### **Complaints**

A student who believes that the college has not complied with federal law or regulations may send a written complaint to: The Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-8520.

### **Frequently asked questions**

**What is MCC's policy on the copying of transcripts from other institutions?**

Transcripts from other institutions along with other documents in a student's file are the property of Manhattan Christian College, and, as such are under the control of the Registrar's Office. Under Federal policy, the student has the right to view the documents in their file; the college is not required to provide or allow the making of copies of these documents. Transcripts submitted to MCC for admission or transfer of credit become the property of MCC, and cannot be returned to the student or forwarded to other institutions.

**Why do MCC and most other colleges and universities have a policy that does not provide for the making of copies of transcripts from other institutions?**

1. Transcripts are a reflection of a student's record at an institution at a particular point in time (like a snapshot). The transcript may have been added to or changed by the issuing institution after MCC received its copy and consequently may not reflect the student's most current record.
2. Transcripts reflecting a current, complete, accurate and official record of a student's academic work are made available by the transcribing institution. MCC is concerned that those receiving and using the transcript work are from official and current documents, not copies.
3. MCC has no way of knowing whether a student wishes to use a copy of a transcript from another institution (with an incomplete record) to avoid having others see grades or other information which may be considered by the student to be negative (e.g., low grades, records of disciplinary actions). In other cases, students may have an account balance at the issuing institution, and may therefore be prevented from obtaining an official transcript until such obligations are met. As a professional courtesy, MCC honors the desire of the issuing institution to have official records obtained directly from that institution.

**How can students get a copy of their records from other institutions?**

Transcripts are ordered online through the National Student Clearinghouse (NSC) using any credit/debit card. Fees vary; you can visit the college's website or NSC's website for more information.

**How can a one request a change on their college record, such as a name change?**

The official college records for all students (current, former and alumni) are under the control of the Registrar's Office. To change a name or address you can access the College Records Information Change form by contacting the Registrar's Office or online at: <http://www.mccks.edu/academics>.

## **Degrees Offered at Manhattan Christian College**

**Bachelor of Arts in Bible and Christian Ministry** – select an Emphasis from page 67 (Christian Ministry degrees can be found on pages 68 – 81)

**Bachelor of Science in Bible and Christian Ministry** - select an Emphasis from page 67 (Christian Ministry degrees can be found on pages 68 – 81)

**Bachelor of Science in Management and Ethics** – On-Campus Instruction (catalog page 86)

**Bachelor of Arts in Biblical and Theological Studies** (catalog page 61)

**Bachelor of Arts in Bible, Dual Degree** with Kansas State University or Manhattan Area Technical College (catalog page 65)

**Bachelor of Science in Bible, Dual Degree** with Kansas State University or Manhattan Area Technical College (catalog page 64)

**Bachelor of Science in Biblical Leadership.** Thunder Online degree (catalog page 58)

**Bachelor of Science in Management and Ethics.** Thunder Online degree (catalog page 59)

**Associate of Arts in Bible** (catalog page 62)

**Associate of Arts in General Studies** (catalog page 83)

**Associate of Science in Psychology** (catalog page 84)

## **Interdisciplinary Academic Program Air Force Reserve Officer Training Corps (AFROTC) at Kansas State University**

Air Force ROTC – Det 270 (KSU)  
AFROTC Detachment 270  
1304 N. 17th Street, Room 108  
Manhattan, KS 66506-2101  
(785)532-6600 | [afrotc@ksu.edu](mailto:afrotc@ksu.edu)

**Cross Town Agreements:** Students from Manhattan Christian College, Washburn University, and Barton County Community College-Fort Riley Campus may currently attend Kansas State University for Air Force ROTC (AFROTC) classes while simultaneously working towards their degree from these other schools. They will be enrolled in the AFROTC classes as non-degree seeking students at K-State.

**General Information:** The Air Force Reserve Officer Training Corps provides the best means for undergraduate students to become officers in the United States Air Force. Upon completion of the university program, students are commissioned second lieutenants, and then enter active duty in one of the four rated flying positions, or a technical or nontechnical career field; are deferred for graduate study, to enter active service after degree completion; or enter into Air Force-sponsored graduate study at full pay while serving as Air Force officers.

Any undergraduate student with at least three years left in their degree program who is a U.S. citizen may apply to become a cadet by enrolling in AERO 110 and AERO 099 at Kansas State University. The duration of the program is typically four years but can be condensed into two years or expanded to five years, depending upon an applicant's previous experience and the availability of different options.

**Scholarships:** Full-time students who qualify to become Air Force officers, with three or more years left for degree completion (including graduate study), are eligible to apply for scholarships. If selected, students will have their tuition, fees, and a book allowance paid for by the U.S. Air Force; they will also receive a \$300 to \$500 monthly stipend while in school. All payments are tax free.

High school students considering the four-year Air Force High School Scholarship Program must be highly motivated toward becoming Air Force officers. To qualify, students should be above-average scholars, be physically capable, possess leadership potential, and apply before January of their senior year of High School. Financial benefits are the same as the undergraduate scholarships mentioned earlier. Applicants should contact their high school counselor or an AFROTC officer for applications and further information. Visit the KSU AFROTC website or AFROTC.com for more details.

### **Four-year program**

**Basic course:** Students electing the four-year program normally will begin with the General Military Course (GMC) during the freshman or sophomore year. This program consists of four semesters of 1 credit hour each and enrollment in the Air Force ROTC Leadership Lab. Aerospace Studies GMC courses are open to all students at the university without obligation to military service. Students in the GMC are provided uniforms, texts, and other equipment needed for their AFROTC courses.

**Advanced course:** The Professional Officer Course (POC) is the upper-class program and consists of four courses of 3 credit hours each, over a period of four semesters. All cadets in the POC become members of the Air Force Reserve and receive \$450 to \$500 a month and all necessary AFROTC texts and equipment. Upon completion of the POC and their degree requirements, students are commissioned as second lieutenants in the United States Air Force.

**Field training:** Cadets practice their leadership and management skills in a cadet group. Cadets who are in the four-year program attend 13 days of field training at an Air Force base during the summer prior to entering the POC. During training, cadets are paid and receive travel pay to and from the training base.

**Extracurricular activities:** Students enrolled in Air Force ROTC may participate in many activities including detachment-sponsored events and social functions. Cadets pursuing officers' commissions are eligible for membership in the Arnold Air Society, a national honorary professional and service organization established to foster good relations among Air Force ROTC, the Air Force, the campus, and the local community. Participation in the Arnold Air Society is voluntary. Students are also eligible to participate in Honor Guard, a team that presents the colors at university and local community events.

**Aerospace Studies Minor:** Cadets who finish the AFROTC program at Kansas State University can earn an Aerospace Studies minor.

## COURSES

### **AERO 099 (KSU) - Aerospace Studies Lab (0 Credit Hours (CH))**

The leadership laboratory for aerospace studies. Students will receive leadership training and experience as well as training in Air Force customs and courtesies. This course runs concurrently with AERO 100, 200, 300, and 400 level classes; is required for all cadets; and includes mandatory physical fitness training.

### **AERO 110 (KSU) - Aerospace Studies 1A (Fall Only, 1 CH)**

Provides an introduction to the Air Force (AF) by examining general aspects of the Department of the AF, AF Leadership, AF benefits and opportunities for AF Officers. This course lays the foundation for Airman by outlining our heritage and values through topics such as: customs and courtesies, AF standards, formation of the AF and building officer communication skills.

### **AERO 111 (KSU) - Aerospace Studies 1B (Spring Only, 1 CH)**

Builds on AERO 110 and the introduction to the Air Force (AF) by examining general aspects of the Department of the AF, AF Leadership, AF benefits and opportunities for AF Officers. This course continues to lay the foundation for Airman by outlining our heritage and values through lessons such as: war and the US military, AF operations, principles of war and airpower.

### **AERO 210 (KSU) - Aerospace Studies 2A (Fall Only, 1 CH)**

Provides a fundamental understanding of both leadership and team building. Covers subjects such as self-assessment, listening, followership, problem solving, motivation, and standards and accountability.

### **AERO 211 (KSU) - Aerospace Studies 2B (Spring Only, 1 CH)**

Builds on the fundamental understanding of both leadership and team building started in AERO 210. Covers subjects such as building teams, human relations, conflict management, feedback, and ethical decision making.

**AERO 215 (KSU) - AFROTC Summer Program (Summer Only, 4 CH)**

Provides cadets with a 13-day program designed to evaluate military leadership and discipline, determine potential for entry into the Professional Officer Course (POC), and provide stratification amongst their peers.

**AERO 310 (KSU) - Officer Leadership Studies 3A (Fall Only, 3 CH)**

A study of USAF professionalism, leadership, and management includes the meaning of professionalism, professional responsibilities, leadership theory, functions and practices, management principles and functions, problem solving, and management tools, practices, and controls.

**AERO 311 (KSU) - Officer Leadership Studies 3B (Spring Only, 3 CH)**

Continuation of AERO 310.

**AERO 410 (KSU) - Regional Studies and Defense Policy (Fall Only, 3CH)**

This course will examine the role of the professional officer in a democratic society; socialization processes within the armed services; the requisites for maintaining adequate national security forces; political, economic, social constraints upon the overall defense policy-making process, and the global environment that the military exists within.

**AERO 411 (KSU) - Aerospace Studies/Civil Military Relationships (Spring Only, 3 CH)**

Focuses on the complex environment of rules and regulations that an Air Force officer lives within. Examines how a new military officer functions both as a leader and as an Air Force member. Communicative skills are stressed.

# Academic Programs Thunder Online Distance Education Department

*Director of Thunder Online:* Deborah Kohl

Manhattan Christian College is committed to global ministry leadership training. MCC's distance education courses are designed to provide busy adults the opportunity and flexibility to pursue the same regionally accredited biblical education that our on-campus students experience. The program is designed to enhance your current ministries and careers and put you on the road toward completion of a bachelor degree in Biblical Leadership or Management and Ethics degree.

Online students may take any two of the distance education courses during each 8-week term, and there are two 8-week terms per semester. Each course earns three semester hours of credit. Generally, students spend an average of 12-15 hours per week on each class, but this may vary depending upon how quickly assignments are read and completed.

## **Requirements to Enter Degree Completion Program**

Degree completion students must have earned 40 or more credits from accredited colleges, post-secondary institutions, or military service (credit for prior learning cannot be included as part of the 40). Students may be granted provisional admittance depending on individual circumstances. These credits will be applied to the required 72 hours of course credits in two categories: general education (42 hours) and unrestricted electives (30 hours).

## **Mission**

The Distance Learning Department exists to educate, equip, and enrich Christian leaders in any location, at any time to become more effective leaders in their churches and communities.

## **Objectives – Biblical Leadership**

Upon completing the course of study in biblical leadership, a student will:

1. Demonstrate a general knowledge and understanding of the Christian canon and theological concepts
2. Demonstrate an integration of their studies into leadership ministry
3. Understand the basic principles of leadership in a healthy, growing church
4. Perform the basic exegesis necessary for preaching, teaching, and Bible study
5. Demonstrate a basic level of expertise of the skills necessary to perform practical ministry in the local church
6. Have a basic understanding of the history of the church and the Stone-Campbell movement

## **Objectives - Management and Ethics**

Upon completing the course of study in management and ethics, a student will:

1. Understand basic leadership theory in a variety of areas including, but not limited to, vision, admiration, delegation, and confrontation resolution.
2. Understand and use the Bible as the foundation for leadership theory and practice.
3. Understand and effectively engage group dynamics.
4. Demonstrate skills in instruction.
5. Demonstrate competencies in performing administrative tasks.

6. Identify his/her own personal level of leadership giftedness.
7. Serve in a variety of contexts (Christian Service).

### **Technology, Time Management, and Netiquette**

Students enrolled in the distance education program are responsible to ensure that they have the necessary technology (hardware and software) and adequate Internet access to complete the course(s). MCC uses the MCC Online learning management system, hosted by Moodle. MCC Online extends and enhances course instruction, enabling students with time and geographic restrictions to take advantage of the flexibility of learning over the Internet in an interactive, web-based classroom.

The Thunder Online department utilizes Microsoft Office as the primary software used for online coursework. The minimum recommendation for students is that they have Office 2013 – Home and Student Edition (Word, Excel, and PowerPoint) or Office 365 – Home Premium (Word, Excel, PowerPoint, Access, Publisher, and more). E-mail software (e.g., Outlook) is not required because it is required that student use the college web-based e-mail (MCC E-mail).

### **E-Mail**

All students enrolled in Thunder Online must have a MCC e-mail account. The college’s policy is that the MCC e-mail is the primary means of communication with students. Communication from faculty and all college departments will be primarily through the use of e-mail. MCC e-mail accounts are assigned when students enroll in MCC courses. Questions regarding e-mail accounts and access should be directed to the MCC Information Technology department.

### **Christian Service**

Students are required to be involved in their communities and churches each semester. Practical service activities enhance the college experience because students apply what they learn in the classroom in service to others. A variety of service activities satisfy this requirement. See ‘Christian Service’ in the Academic Information section of the current catalog for more information.

### **Credit by Non-Classroom Contact**

Students may earn up to 30% (or 36) of the credit hours required for completion of the degree through non-classroom contact (e.g., credit-by-examination, credit for prior learning (CPL), military or job training, etc.). A maximum of 30 of the possible 36 semester credit hours may be by CPL. CPL credit is only awarded after a student enrolls and completes ORN 020, Introduction to Credit for Prior Learning. A per-credit-hour fee will be charged for credit granted. See ‘Credit for Prior Learning’ in the Academic Information section of the catalog for more information.

### **Attendance**

Students taking online courses are required to be active in the course each week of the course through various activities and assessments as assigned by the course instructor (e.g., message board posting, quizzes, or other activities). Simply logging-into the course does not make one “active” in the course, instead, an activity or assignment must be completed.

A student not active in (attending) the course by Wednesday of the first week is subject to being administratively dropped from the course unless prior arrangements have been made with the instructor. All course work must be completed by the end of the eighth week.

## **Thunder Online Course Policy/Procedures**

Students are responsible for their own enrollment maintenance. The policy and procedure can be found in the Academic Information section of this catalog.

## **Thunder Online Course Refund Policy**

This policy applies to all online courses currently offered at MCC. The typical Thunder Online course duration is 8 weeks, and each week is defined as Monday through Sunday. The course refund policy is found in the Financial Information section of this catalog.

Students must request and complete the necessary paperwork to drop (or change status) for a course prior 5:00pm, Central time of the deadline. There are no refunds after the second week of any 8-week course. Students must be aware that total withdrawal during the semester may have an impact on the financial aid received by the student. Contact the Financial Aid office for details.

More information regarding MCC's Distance program and courses is located on the MCC website: [www.mccs.edu/academics/online-degrees](http://www.mccs.edu/academics/online-degrees)

## **Netiquette for E-mail, Chat, and the Discussion Boards**

It is hard for someone reading digital communication to know the tone of voice intended. Additionally, the cues provided through body language and facial expressions are often lost in email, message board posts, etc. Netiquette, or the way one communicates when writing an e-mail, in a chat with classmates, or posting on a discussion board, can help clarify meaning and tone. Some good netiquette practices include:

- Try to avoid ALL CAPS. IT GIVES THE IMPRESSION THAT YOU ARE SHOUTING!
- Acknowledge what someone else has said before posing a different viewpoint. If you disagree with someone, it is a good idea to start a message by briefly re-stating in your own words, what the other person said. This lets the other person know that you are trying to understand them.
- When presenting a controversial point of view, identify whose view it is. For example, "in my experience..." Or "according to the author..."
- If you feel the need to send an angry message, take a break. If you write out the message, don't send it immediately. Save it and look at it later. You may want to revise the tone after you have re-read it.
- When posting to a discussion board, check your spelling before you post.
- Remember that whatever you post to a news group or bulletin board is public and may be copied and sent to others.
- When you post or e-mail someone with a question, make it as easy as possible for them to help you. Make your questions as clear and specific as possible, and provide as much information as possible.
- Keep your communications to the point. Some people pay for Internet access by the hour. The longer it takes to read your messages, the more it may cost them.

Be careful not to post unrelated comments or advertisements to your groups. This practice is known as spamming or flaming. Additionally, if you offend someone be prepared to receive some angry e-mail or potentially be treated rudely by others in the group. This is called being flamed. If you attack back, you will spark a flame war. The best response usually is no response at all. You must be careful not to read into a message something that is not there and not to make judgments about where someone is coming from. Seek first to understand.

## **Tips for Participating on a Discussion Board**

Log on to your course discussion board every day or a minimum of 5 days a week.

- Think ideas through before responding. You do not want to respond to come across as flaming. Be polite and respectful.
- write your response in Word so that you can easily edit your response, then copy and paste your response to the message board.
- Use good communication skills. Keep your comments concise, while meeting the requirements posted for discussion by the instructor. Avoid brief affirmations such as “Amen”, “Ditto”, and “I agree.”
- Do not quote or copy long passages from a previous post. Quote only the relevant portions to make your response clear.
- Pay careful attention to instructions. Be sensitive with your use of language.
- Use subject lines in your post to keep the flow going for a certain discussion item. Be sure to change the subject line if you are changing the direction of the discussion.
- Try to stay on track and respond directly to comments being made.

# THUNDER ONLINE

## Bachelor of Science in Biblical Leadership

### Required Courses

**Total Hours: 120**

<b>General Studies</b>	<b>42</b>
<b>Orientation</b>	<b>0</b>
ORN 091 Intro to MCC Thunder Online Life	CR
<b>Written and Rhetorical Arts</b>	<b>9</b>
One written communication course	3
One oral communication course	3
One written or oral communication course	3
<b>Humanities</b>	<b>9</b>
Select <b>9 hours</b> from 1 or more of the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy	
<b>Science / Math</b>	<b>6</b>
One science course	3
One science or math course	3
<b>Social/Behavioral Sciences</b>	<b>6</b>
Select <b>6 hours</b> from 1 or more of the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography, (excluding physical geography), Psychology, Sociology	
<b>History or Political Science</b>	<b>6</b>
HIS 310 History of American Christianity	3
History or Political Science Elective	3
<b>General Education Electives</b>	<b>6</b>
Select <b>6 hours</b> of general education courses from any of the above-listed disciplines.	

<b>Bible/Theology</b>	<b>24</b>
BIB 113 Old Testament History	3
BIB 114 Poets & Prophets of OT	3
BIB 211 Life & Teachings of Jesus	3
BIB 212 Christian Beginnings	3
BIB 220 Interpretation <sup>◇</sup>	3
THE 341 Christian Theology	3
THE 342 Practical Theology	3
THE 435 Christian Ethics	3

<b>Leadership/Ministry</b>	<b>24</b>
LSP 101 Foundations Bib. Leadership	3
LSP 201 Group Dynamics Leadership	3
LSP 301 Leadership Theories	3
LSP 401 Leadership Administration	3
MIN 220 Intro Teaching/Preaching	3
MIN 310 Disciple Making	3
MIN 430 Pastoral Care/Counseling	3
SFM 330 Small Group Ministry	3

<b>Unrestricted Electives</b>	<b>30</b>
Select <b>30 hours</b> from any discipline.	

<b>Christian Service</b>	<b>3 CR</b>
CHR 101 Christian Service	CR
CHR 102 Christian Service	CR
CHR 103 Christian Service	CR

◇Logos Bible Software is mandatory for all new students

# THUNDER ONLINE

## Bachelor of Science in Management and Ethics

### Required Courses

**Total Hours: 120**

#### General Studies 42

#### Orientation 0

ORN 091 Intro to MCC Thunder Online Life CR

#### Written and Rhetorical Arts 9

One written communication course 3

One oral communication course 3

One written or oral communication course 3

#### Humanities 9

COM 114 Business Communication 3

Select **6 hours** from 1 or more of the following disciplines:

Communication, Fine Arts, History, Languages,  
Literature, Philosophy 6

#### Science/Math 9

One science course 3

One math course 3

STA 210 Business Statistics 3

*STA 210 or higher*

#### Social/Behavioral Sciences 6

Select **6 hours** from 1 or more of the following disciplines:

Cultural Anthropology, Economics, Family Studies,  
Geography, (excluding physical geography),  
Psychology, Sociology

#### History or Political Science 3

History or Political Science Elective 3

#### General Education Electives 6

Select **6 hours** of general education courses from  
any of the above-listed disciplines.

#### Bible/Theology 18

BIB 113 Old Testament History **OR** 3

BIB 114 Poets & Prophets

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>‡</sup> 3

THE 341 Christian Theology 3

THE 435 Christian Ethics 3

#### Leadership 3

LSP 101 Foundations Bib. Leadership 3

#### Management/Ethics 27

MGT 210 Intro to Management & Ethics 3

MGT 310 Economics for Managers 3

MGT 320 Accounting for Managers 3

MGT 330 Introduction to Marketing 3

MGT 340 Managerial Finance 3

MGT 410 International Issues Business 3

MGT 420 Ogr. Behavior and Change 3

MGT 430 Case Studies: Man. Ethics 3

MGT 440 Capstone: Business Strategies 3

#### Unrestricted Electives 30

Select **30 hours** from any discipline.

#### Christian Service 3 CR

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

<sup>‡</sup>Logos Bible Software is mandatory for all new students

## **Academic Programs On-Campus Bible/Theology Department**

*Department Head:* Dr. Genilyn McCaffrey

### **Mission**

The Bible-Theology Department exists to educate, equip, and enrich Christians to be leaders through biblical and theological studies that are foundational.

### **Objectives**

Students completing the requirements in Bible-Theology will:

1. Articulate the overarching narrative of Scripture centered on Jesus that spans both Old and New Testaments.
2. Develop the tools and abilities to interpret both Old Testament books and New Testament books in their historical, literary, and theological contexts.
3. Articulate Christian doctrines within the framework of Christian Scripture and with Christian charity.
4. Articulate God's continuing mission in the world through the church in a way that is continuous with God's saving work in both Old and New Testaments.
5. Couple sound theological and biblical knowledge with an ever-deepening transformation into Christlikeness.

## Bachelor of Arts in Biblical & Theological Studies

### Required Courses

**Total Hours: 122**

#### General Studies **30**

##### Orientation **0**

ORN 090 Introduction to MCC Life CR

##### Communication **9**

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication Course (e.g. COM 112) 3

##### Humanities **9**

HIS 310 History of American Christianity 3

PHL \_\_\_ Philosophy Elective 3

Select **3 hours** from 1 of the following disciplines:

Communication, Fine Arts, History, Languages, Literature, Philosophy 3

##### Social/Behavioral Sciences **9**

PSY 110 General Psychology *OR*

SAN 210 Intro. To Sociology 3

Select **6 hours** from 1 or more of the following disciplines:

Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology 6

##### Math/Natural Sciences **3**

CIS/Math/Science/Statistics Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

CHR 104 Christian Service CR

CHR 105 Christian Service CR

CHR 106 Christian Service CR

CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

#### Bible/Theology **65**

##### Biblical & Theological Studies **41**

BIB 113 Old Testament History 3

BIB 114 Poets & Prophets of OT 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>◇</sup> 3

BIB 330 Advanced Interpretation 3

LAN 221 Elementary Greek I\* 4

LAN 222 Elementary Greek II\* 4

LAN 321 Intermediate Greek I\* 3

LAN 322 Intermediate Greek II\* 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

THE 499 Senior Research Capstone 3

##### Biblical & Theological Studies Electives **24**

In consultation with your advisor, choose 8 Bible and/or Theology electives (**24 hours**).

#### Christian Ministry **18**

MIN 110 The Jesus Life 3

MIN 220 Intro. to Teaching & Preaching 3

MIN 310 Disciple Making 3

MIN 340 Principles of Christian Worship 3

MIN 410 Leadership 3

MIN 430 Pastoral Care & Counseling 3

#### Unrestricted Electives **9**

Select **9 hours** from any discipline.

\*Other biblical languages may be substituted with approval.

◇Logos Bible Software is mandatory for all new students

**BIBLE & THEOLOGY****Associate of Arts****Major: Bible****Required Courses****Total Hours: 60****General Studies 24**

**Orientation 0**  
 ORN 090 Introduction to MCC Life CR

**Communication 9**  
 Written Communication Course (e.g. COM 111) 3  
 Oral Communication Course (e.g. COM 120) 3  
 Research-Based Written *or* Oral Communication Course (e.g. COM 112) 3

**Humanities 6**  
 Select **6 hours** from 1 or more of the following disciplines: Communication, Fine Arts, Languages, Literature, History, or Philosophy

**Social/Behavioral Sciences 6**  
 Select **6 hours** from 1 or more of the following disciplines: Anthropology, Economics, Family Studies, Geography, Psychology, Sociology, or Political Science

**Math/Natural Sciences 3**  
 Select **3 hours** from 1 of the following disciplines: Math, Natural Sciences, Statistics, or Computer Information Sciences  
*Note: Many Bachelor's Degrees require College Algebra*

**Bible/Theology 18**

BIB 113 Old Testament History 3  
 BIB 114 Poets & Prophets of the OT 3  
 BIB 211 Life & Teachings of Jesus 3  
 BIB 212 Christian Beginnings 3  
 BIB 220 Interpretation<sup>◇</sup> 3  
 THE 341 Christian Theology 3

**Christian Ministry Electives 6**

MIN 110 The Jesus Life 3  
 Select **1 course** from the following:  
 MIN 220 Intro Teaching/Preaching 3  
 MIN 310 Disciple Making 3  
 MIN 340 Princ. Christian Worship 3

**Unrestricted Electives 12**Select **12 hours** from any discipline.**Christian Service 2 CR**

CHR 101 Christian Service CR  
 CHR 102 Christian Service CR

◇Logos Bible Software is mandatory for all new students

## **Academic Programs On-Campus Dual Degree Studies**

The dual degree program is minimally a five-year course of study in which a student earns a bachelor degree from Manhattan Christian College and a bachelor degree from Kansas State University or an associate degree or certificate from Manhattan Area Technical College upon confirmation of the completion of all requirements at both institutions. Students in this program are equipped through MCC with a biblical foundation that will enable them to penetrate the world with the gospel of Jesus Christ. Students in this program are also equipped through KSU or MATC with a vocation that will enable them to go anywhere in the world and, as they do, to be Christian leaders both in the church and in their chosen profession.

Starting in Fall 2022, Dual Degree students whose “dual” degree is from K-State are required to enroll in a minimum of 12 credit hours at MCC and 3 credit hours at K-State.

### **Mission**

The Dual Degree Studies Program exists to educate, equip, and enrich Christians to be leaders regardless of chosen profession, both in the workplace and the church.

### **Objectives**

Students completing the requirements in Dual Degree will:

1. Develop skills in a chosen profession in which a Christian influence can be demonstrated.
2. Appreciate the opportunity to use Christian leadership skills both in the church and in any chosen profession.

## DUAL DEGREE STUDIES

### Bachelor of Science in Bible

### Dual Degree: KSU/MATC

#### Required Courses

**Total Hours: 120\*\***

#### General Studies **33**

##### Orientation **0**

ORN 090 Introduction to MCC Life CR

##### Communication **9**

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication Course (e.g. COM 112) 3

##### Humanities **9**

HIS 310 History of American Christianity 3

PHL \_\_\_\_ Philosophy Elective 3

Select **3 hours** from 1 of the following disciplines:

Communication, Fine Arts, History, Languages, Literature, Philosophy 3

##### Social/Behavioral Sciences **9**

PSY 110 General Psychology *OR* 3

SAN 210 Intro. To Sociology 3

Select **6 hours** from 1 or more of the following disciplines:

Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology 6

##### Math/Natural Sciences **6**

CIS/Math/Science/Statistics Elective 3

Math *or* Science Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

CHR 104 Christian Service CR

CHR 105 Christian Service CR

CHR 106 Christian Service CR

CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

#### Bible/Theology **33**

BIB 113 Old Testament History 3

BIB 114 Poets & Prophets of OT 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>‡</sup> 3

BIB 330 Advanced Interpretation 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 300+ Elective 3

BIB/THE 300+ Elective 3

BIB/THE 400+ Elective 3

#### Christian Ministry **9**

MIN 110 The Jesus Life 3

Choose **2** of the following electives:

MIN 220 Intro. to Teaching/Preaching 3

MIN 310 Disciple Making 3

MIN 340 Principles of Christian Worship 3

MIN 410 Leadership 3

MIN 430 Pastoral Care & Counseling 3

#### Unrestricted Electives **15**

Select **15 hours** from any discipline.

#### Professional Studies Courses **30**

30 hours of unduplicated credits from KSU and/or MATC.

\*\*In addition to 122 hours for the MCC degree, other courses will be required by KSU/MATC for your selected degree program.

‡Logos Bible Software is mandatory for all new students

**IMPORTANT:** Dual Degree students are required to take at least 12 credit hours at MCC and 3 credit hours at KSU/MATC in their first 2 semesters. This means the student needs to be fully admitted to and enrolled in KSU/MATC when starting at MCC.

## DUAL DEGREE STUDIES

### Bachelor of Arts in Bible

### Dual Degree: KSU/MATC

#### Required Courses

**Total Hours: 122\*\***

#### General Studies **30**

##### Orientation **0**

ORN 090 Introduction to MCC Life CR

##### Communication **9**

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication Course (e.g. COM 112) 3

##### Humanities **9**

HIS 310 History of American Christianity 3

PHL \_\_\_\_ Philosophy Elective 3

Select **3 hours** from 1 of the following disciplines:

Communication, Fine Arts, History, Languages, Literature, Philosophy 3

##### Social/Behavioral Sciences **9**

PSY 110 General Psychology *OR*

SAN 210 Intro. To Sociology 3

Select **6 hours** from 1 or more of the following disciplines:

Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology 6

##### Math/Natural Sciences **3**

CIS/Math/Science/Statistics Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

CHR 104 Christian Service CR

CHR 105 Christian Service CR

CHR 106 Christian Service CR

CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

✧ Logos Bible Software is mandatory for all new students

#### Bible/Theology **44**

BIB 113 Old Testament History 3

BIB 114 Poets & Prophets of OT 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>✧</sup> 3

BIB 330 Advanced Interpretation 3

LAN 221 Elementary Greek I\* 4

LAN 222 Elementary Greek II\* 4

LAN 321 Intermediate Greek I\* 3

LAN 322 Intermediate Greek II\* 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 300+ Elective 3

BIB/THE 400+ Elective 3

#### Christian Ministry **9**

MIN 110 The Jesus Life 3

Choose **2** of the following electives:

MIN 220 Intro. to Teaching/Preaching 3

MIN 310 Disciple Making 3

MIN 340 Principles of Christian Worship 3

MIN 410 Leadership 3

MIN 430 Pastoral Care & Counseling 3

#### Unrestricted Electives **9**

Select **9 hours** from any discipline.

#### Professional Studies Courses **30**

30 hours of unduplicated credits from KSU and/or MATC.

\*\*In addition to 122 hours for the MCC degree, other courses will be required by KSU/MATC for your selected degree program.

\*Other biblical languages may be substituted with approval.

**IMPORTANT:** Dual Degree students are required to take at least 12 credit hours at MCC and 3 credit hours at KSU/MATC in their first 2 semesters. This means the student needs to be fully admitted to and enrolled in KSU/MATC when starting at MCC.

# **Academic Programs On-Campus Christian Ministry Department**

*Department Head:* Dr. Dave Henry

## **Mission**

The Christian Ministry Department exists to educate, equip, and enrich Christians to be leaders in church and community ministries.

## **Objectives**

Students completing the requirements in Christian Ministry will:

1. be followers of Jesus who are submissive to the guidance of the Spirit and the Scriptures.
2. base ministry on sound biblical and theological principles.
3. be relationship-focused in ministry.
4. contextualize general ministry skills.
5. think systemically about ministry.
6. be prepared for vocation in the Kingdom.

**TRADITIONAL CAMPUS | Christian Ministry****Emphases****Children's and Family Ministry (15)**

FST 310	The Family	3
FST 325	Social Trends in U.S. Families	3
FST 440	Family Life Education	3
SFM 320	Children's Spirituality	3
YMN 425	Youth Ministry Prog. & Man	3

**Counseling (15)**

PSY 320	Crisis Intervention	3
PSY 330	Abnormal Psych	3
PSY 340	Principles of Counseling	3
PSY 443	Lab Experiences in Counseling	3
PSY 444	Advanced Counseling Techniques	3

**Intercultural Studies (15)**

ICS 320	Intercultural Communications	3
ICS 410	Philosophy of Missions	3
ICS 420	Spiritual Warfare	3
PHL 330	Comparative Religions	3

**Choose one of the following electives:**

ICS 440	ICS Practicum	3
THE 343	Theology of Social Justice	3
SFM 440	Spiritual Mentoring & Soul Care	3

**Pastoral Ministry (15)**

PAS 310	Applied Ministry Lab	3
HOM 310	Expository Sermon Development	3
HOM 410	Advanced Sermon Development	3
PSY 443	Lab Experiences in Counseling	3
PSY 444	Advanced Counseling Techniques	3

**Residency (30)**

<b>**Residency Emphasis requires special permission and additional site-specific fees.</b>		
MIN 471	Ministry Residency 1	15
MIN 472	Ministry Residency 2	15

**Social Justice (15)**

THE 343	Theology of Social Justice	3
SJU 320	History of Social Justice	3
THE 435	Christian Ethics	3
SJU 440	Social Justice Practicum	3

**Choose one of the following electives:**

ICS 320	Intercultural Communications	3
PSY 340	Principles of Counseling	3
SFM 440	Spiritual Mentoring & Soul Care	3

**Youth Ministry (15)**

YMN 210	Adolescent Culture & Discipleship	3
YMN 310	Bldg Theo & Phil of Youth Ministry	3
YMN 410	Current Trends in Youth Ministry	3
YMN 425	YM Programming & Mgmt	3
HOM 310	Expository Sermon Development	3

**CHRISTIAN MINISTRY****Bachelor of Science in Bible and Christian Ministry  
with a Children's and Family Ministry Emphasis****Required Courses****Total Hours: 120**

<b>General Studies</b>		<b>33</b>	<b>Bible/Theology</b>		<b>33</b>
<b>Orientation</b>		<b>0</b>	BIB 113	Old Testament History	3
ORN 090	Orientation to MCC Life	CR	BIB 114	Poets & Prophets of OT	3
			BIB 211	Life & Teachings of Jesus	3
<b>Communication</b>		<b>9</b>	BIB 212	Christian Beginnings	3
Written Communication Course (e.g. COM 111)		3	BIB 220	Interpretation <sup>◇</sup>	3
Oral Communication Course (e.g. COM 120)		3	BIB 330	Advanced Interpretation	3
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)		3	THE 341	Christian Theology	3
			THE 342	Practical Theology	3
			BIB/THE 300+	Elective	3
<b>Humanities</b>		<b>9</b>	BIB/THE 300+	Elective	3
HIS 310	History of American Christianity	3	BIB/THE 400+	Elective	3
PHL ____	Philosophy Elective	3			
Select <b>3 hours</b> from 1 of the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy					
<b>Social/Behavioral Sciences</b>		<b>9</b>	<b>Christian Ministry</b>		
PSY 110	General Psychology	3	MIN 110	The Jesus Life	3
PSY 120	Human Growth & Development	3	MIN 220	Intro. to Teaching & Preaching	3
Select <b>3 hours</b> from 1 of the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology			MIN 310	Disciple Making	3
		3	MIN 340	Principles of Christian Worship	3
			MIN 410	Leadership	3
			MIN 430	Pastoral Care & Counseling	3
			FST 310	The Family	3
			FST 325	Social Trends in US Families	3
			FST 440	Family Life Education	3
			SFM 320	Children's Spirituality	3
			YMN 425	YM Programming & Mgmt	3
<b>Math/Natural Sciences</b>		<b>6</b>	MIN 350	Orientation to DFE	CR
CIS/Math/Science/Statistics Elective		3	MIN 451	Directed Field Experience	CR
Math <i>or</i> Science Elective		3			
<b>Christian Service</b>			<b>Unrestricted Electives</b>		
<b>7 CR Max</b>			<b>21</b>		
CHR 101	Christian Service	CR	Select <b>21 hours</b> from any discipline.		
CHR 102	Christian Service	CR	<i>In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.</i>		
CHR 103	Christian Service	CR			
CHR 104	Christian Service	CR			
CHR 105	Christian Service	CR	◇Logos Bible Software is mandatory for all new students		
CHR 106	Christian Service	CR			
CHR 107	Christian Service	CR			

*Enroll every semester of attendance at MCC minus 1*

**CHRISTIAN MINISTRY****Bachelor of Arts in Bible and Christian Ministry  
with a Children's and Family Ministry Emphasis****Required Courses****Total Hours: 122**

<b>General Studies</b>		<b>30</b>	<b>Bible/Theology</b>		<b>44</b>
<b>Orientation</b>		<b>0</b>	BIB 113	Old Testament History	3
ORN 090	Introduction to MCC Life	CR	BIB 114	Poets & Prophets of OT	3
			BIB 211	Life & Teachings of Jesus	3
<b>Communication</b>		<b>9</b>	BIB 212	Christian Beginnings	3
Written Communication Course (e.g. COM 111)		3	BIB 220	Interpretation <sup>◇</sup>	3
Oral Communication Course (e.g. COM 120)		3	BIB 330	Advanced Interpretation	3
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)		3	LAN 221	Elementary Greek I*	4
			LAN 222	Elementary Greek II*	4
			LAN 321	Intermediate Greek I*	3
<b>Humanities</b>		<b>9</b>	LAN 322	Intermediate Greek II*	3
HIS 310	History of American Christianity	3	THE 341	Christian Theology	3
PHL ____	Philosophy Elective	3	THE 342	Practical Theology	3
Select <b>3 hours</b> from 1 of the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy		3	BIB/THE 300+	Elective	3
			BIB/THE 400+	Elective	3
<b>Social/Behavioral Sciences</b>		<b>9</b>	<b>Christian Ministry</b>		
PSY 110	General Psychology	3	MIN 110	The Jesus Life	3
PSY 120	Human Growth & Development	3	MIN 220	Intro. to Teaching & Preaching	3
Select <b>3 hours</b> from 1 of the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology		3	MIN 310	Disciple Making	3
			MIN 340	Principles of Christian Worship	3
			MIN 410	Leadership	3
			MIN 430	Pastoral Care & Counseling	3
			FST 310	The Family	3
			FST 325	Social Trends in US Families	3
			FST 440	Family Life Education	3
<b>Math/Natural Sciences</b>		<b>3</b>	SFM 320	Children's Spirituality	3
CIS/Math/Science/Statistics Elective		3	YMN 425	YM Programming & Mgmt	3
<b>Christian Service</b>		<b>7 CR Max</b>	MIN 350	Orientation to DFE	CR
CHR 101	Christian Service	CR	MIN 451	Directed Field Experience	CR
CHR 102	Christian Service	CR	<b>Unrestricted Electives</b>		
CHR 103	Christian Service	CR	<b>15</b>		
CHR 104	Christian Service	CR	Select <b>15 hours</b> from any discipline.		
CHR 105	Christian Service	CR	<i>In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.</i>		
CHR 106	Christian Service	CR			
CHR 107	Christian Service	CR			

*Enroll every semester of attendance at MCC minus 1*<sup>◇</sup>Logos Bible Software is mandatory for all new students

\*Other biblical languages may be substituted with approval.

# CHRISTIAN MINISTRY

## Bachelor of Science in Bible and Christian Ministry with a Counseling Emphasis

### Required Courses

**Total Hours: 120**

#### General Studies **33**

**Orientation 0**  
ORN 090 Orientation to MCC Life CR

#### Communication **9**

Written Communication Course (e.g. COM 111) 3  
Oral Communication Course (e.g. COM 120) 3  
Research-Based Written *or* Oral Communication Course (e.g. COM 112) 3

#### Humanities **9**

HIS 310 History of American Christianity 3  
PHL \_\_\_\_ Philosophy Elective 3  
Select **3 hours** from 1 of the following disciplines:  
Communication, Fine Arts, History, Languages, Literature, Philosophy 3

#### Social/Behavioral Sciences **9**

PSY 110 General Psychology 3  
PSY 120 Human Growth & Development 3  
Select **3 hours** from 1 of the following disciplines:  
Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology 3

#### Math/Natural Sciences **6**

CIS/Math/Science/Statistics Elective 3  
Math *or* Science Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR  
CHR 102 Christian Service CR  
CHR 103 Christian Service CR  
CHR 104 Christian Service CR  
CHR 105 Christian Service CR  
CHR 106 Christian Service CR  
CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

#### Bible/Theology **33**

BIB 113 Old Testament History 3  
BIB 114 Poets & Prophets of OT 3  
BIB 211 Life & Teachings of Jesus 3  
BIB 212 Christian Beginnings 3  
BIB 220 Interpretation<sup>◇</sup> 3  
BIB 330 Advanced Interpretation 3  
THE 341 Christian Theology 3  
THE 342 Practical Theology 3  
BIB/THE 300+ Elective 3  
BIB/THE 300+ Elective 3  
BIB/THE 400+ Elective 3

#### Christian Ministry **33**

MIN 110 The Jesus Life 3  
MIN 220 Intro. to Teaching & Preaching 3  
MIN 310 Disciple Making 3  
MIN 340 Principles of Christian Worship 3  
MIN 410 Leadership 3  
MIN 430 Pastoral Care & Counseling 3  
PSY 320 Crisis Intervention 3  
PSY 330 Abnormal Psych 3  
PSY 340 Principles of Counseling 3  
PSY 443 Lab Exp in Counseling 3  
PSY 444 Adv Counseling Techniques 3  
MIN 350 Orientation to DFE CR  
MIN 451 Directed Field Experience CR

#### Unrestricted Electives **21**

Select **21 hours** from any discipline.

*In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.*

◇Logos Bible Software is mandatory for all new students

## CHRISTIAN MINISTRY

### Bachelor of Arts in Bible and Christian Ministry with a Counseling Emphasis

#### Required Courses

**Total Hours: 122**

#### General Studies **30**

##### Orientation **0**

ORN 090 Introduction to MCC Life CR

##### Communication **9**

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication 3

Course (e.g. COM 112)

##### Humanities **9**

HIS 310 History of American Christianity 3

PHL \_\_\_\_ Philosophy Elective 3

Select **3 hours** from 1 of the following disciplines:

Communication, Fine Arts, History, Languages,  
Literature, Philosophy 3

##### Social/Behavioral Sciences **9**

PSY 110 General Psychology 3

PSY 120 Human Growth & Development 3

Select **3 hours** from 1 of the following disciplines:

Cultural Anthropology, Economics, Family Studies,  
Geography (excluding Physical Geo), Political Science,  
Psychology, Sociology 3

##### Math/Natural Sciences **3**

CIS/Math/Science/Statistics Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

CHR 104 Christian Service CR

CHR 105 Christian Service CR

CHR 106 Christian Service CR

CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

✧ Logos Bible Software is mandatory for all new students

#### Bible/Theology **44**

BIB 113 Old Testament History 3

BIB 114 Poets & Prophets of OT 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>✧</sup> 3

BIB 330 Advanced Interpretation 3

LAN 221 Elementary Greek I\* 4

LAN 222 Elementary Greek II\* 4

LAN 321 Intermediate Greek I\* 3

LAN 322 Intermediate Greek II\* 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 300+ Elective 3

BIB/THE 400+ Elective 3

#### Christian Ministry **33**

MIN 110 The Jesus Life 3

MIN 220 Intro. to Teaching & Preaching 3

MIN 310 Disciple Making 3

MIN 340 Principles of Christian Worship 3

MIN 410 Leadership 3

MIN 430 Pastoral Care & Counseling 3

PSY 320 Crisis Intervention 3

PSY 330 Abnormal Psych 3

PSY 340 Principles of Counseling 3

PSY 443 Lab Exp in Counseling 3

PSY 444 Adv Counseling Techniques 3

MIN 350 Orientation to DFE CR

MIN 451 Directed Field Experience CR

#### Unrestricted Electives **15**

Select **15 hours** from any discipline.

*In consultation with the advisor, a student may  
complete a second ministry emphasis (15 CR) in  
this space.*

\*Other biblical languages may be substituted with  
approval.



# CHRISTIAN MINISTRY

## Bachelor of Arts in Bible and Christian Ministry with an Intercultural Studies Emphasis

### Required Courses

**Total Hours: 122**

General Studies		30	Bible/Theology		44
<b>Orientation</b>		<b>0</b>	BIB 113	Old Testament History	3
ORN 090	Introduction to MCC Life	CR	BIB 114	Poets & Prophets of OT	3
<b>Communication</b>		<b>9</b>	BIB 211	Life & Teachings of Jesus	3
Written Communication Course (e.g. COM 111)		3	BIB 212	Christian Beginnings	3
Oral Communication Course (e.g. COM 120)		3	BIB 220	Interpretation <sup>◇</sup>	3
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)		3	BIB 330	Advanced Interpretation	3
<b>Humanities</b>		<b>9</b>	LAN 221	Elementary Greek I*	4
HIS 310	History of American Christianity	3	LAN 222	Elementary Greek II*	4
PHL ____	Philosophy Elective	3	LAN 321	Intermediate Greek I*	3
Select <b>3 hours</b> from 1 of the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy		3	LAN 322	Intermediate Greek II*	3
<b>Social/Behavioral Sciences</b>		<b>9</b>	THE 341	Christian Theology	3
PSY 110	General Psychology <i>OR</i>		THE 342	Practical Theology	3
SAN 210	Introduction to Sociology	3	BIB/THE 300+	Elective	3
SAN 220	Cultural Anthropology	3	BIB/THE 400+	Elective	3
Select <b>3 hours</b> from 1 of the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology		3	<b>Christian Ministry</b> <b>33</b>		
<b>Math/Natural Sciences</b>		<b>3</b>	MIN 110	The Jesus Life	3
CIS/Math/Science/Statistics Elective		3	MIN 220	Intro. to Teaching & Preaching	3
<b>Christian Service</b>		<b>7 CR Max</b>	MIN 310	Disciple Making	3
CHR 101	Christian Service	CR	MIN 340	Principles of Christian Worship	3
CHR 102	Christian Service	CR	MIN 410	Leadership	3
CHR 103	Christian Service	CR	MIN 430	Pastoral Care & Counseling	3
CHR 104	Christian Service	CR	ICS 320	Intercultural Communications	3
CHR 105	Christian Service	CR	ICS 410	Philosophy of Missions	3
CHR 106	Christian Service	CR	ICS 420	Spiritual Warfare	3
CHR 107	Christian Service	CR	PHL 330	Comparative Religions	3
<i>Enroll every semester of attendance at MCC minus 1</i>			MIN 350	Orientation to DFE <sup>**</sup>	CR
			MIN 451	DFE <sup>**</sup>	CR
			Choose <b>1</b> of the following electives:		
			ICS 440	ICS Practicum	3
			THE 343	Theology of Social Justice	3
			SFM 440	Spiritual Mentoring & Soul Care	3
			<b>Unrestricted Electives</b> <b>15</b>		
			Select <b>15 hours</b> from any discipline.		
			<i>In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.</i>		

<sup>\*\*</sup>MIN 350 nor MIN 451 are required if the student takes a Practicum instead.

<sup>◇</sup>Logos Bible Software is mandatory for all new students

\*Other biblical languages may be substituted with approval.

# CHRISTIAN MINISTRY

## Bachelor of Science in Bible and Christian Ministry with a Pastoral Ministry Emphasis

### Required Courses

#### General Studies **33**

##### Orientation **0**

ORN 090 Orientation to MCC Life CR

##### Communication **9**

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication Course (e.g. COM 112) 3

##### Humanities **9**

HIS 310 History of American Christianity 3

PHL \_\_\_\_ Philosophy Elective 3

Select **3 hours** from 1 of the following disciplines:

Communication, Fine Arts, History, Languages, Literature, Philosophy 3

##### Social/Behavioral Sciences **9**

PSY 110 General Psychology 3

PSY 120 Human Growth & Development 3

Select **3 hours** from 1 of the following disciplines:

Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology 3

##### Math/Natural Sciences **6**

CIS/Math/Science/Statistics Elective 3

Math *or* Science Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

CHR 104 Christian Service CR

CHR 105 Christian Service CR

CHR 106 Christian Service CR

CHR 107 Christian Service CR

Enroll every semester of attendance at MCC minus 1

**Total Hours: 120**

#### Bible/Theology **33**

BIB 113 Old Testament History 3

BIB 114 Poets & Prophets of OT 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>◇</sup> 3

BIB 330 Advanced Interpretation 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 300+ Elective 3

BIB/THE 300+ Elective 3

BIB/THE 400+ Elective 3

#### Christian Ministry **33**

MIN 110 The Jesus Life 3

MIN 220 Intro. to Teaching & Preaching 3

MIN 310 Disciple Making 3

MIN 340 Principles of Christian Worship 3

MIN 410 Leadership 3

MIN 430 Pastoral Care & Counseling 3

PAS 310 Applied Ministry Lab 3

HOM 310 Expo. Sermon Development 3

HOM 410 Adv. Sermon Development 3

PSY 443 Lab Exp. in Counseling 3

PSY 444 Adv. Counseling Techniques 3

MIN 350 Orientation to DFE CR

MIN 451 Directed Field Experience CR

#### Unrestricted Electives **21**

Select **21 hours** from any discipline.

*In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.*

◇Logos Bible Software is mandatory for all new students

# CHRISTIAN MINISTRY

## Bachelor of Arts in Bible and Christian Ministry with a Pastoral Ministry Emphasis

### Required Courses

**Total Hours: 122**

General Studies		30	Bible/Theology		44
<b>Orientation</b>		<b>0</b>	BIB 113	Old Testament History	3
ORN 090	Introduction to MCC Life	CR	BIB 114	Poets & Prophets of OT	3
			BIB 211	Life & Teachings of Jesus	3
<b>Communication</b>		<b>9</b>	BIB 212	Christian Beginnings	3
Written Communication Course (e.g. COM 111)		3	BIB 220	Interpretation <sup>◇</sup>	3
Oral Communication Course (e.g. COM 120)		3	BIB 330	Advanced Interpretation	3
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)		3	LAN 221	Elementary Greek I*	4
			LAN 222	Elementary Greek II*	4
			LAN 321	Intermediate Greek I*	3
<b>Humanities</b>		<b>9</b>	LAN 322	Intermediate Greek II*	3
HIS 310	History of American Christianity	3	THE 341	Christian Theology	3
PHL ____	Philosophy Elective	3	THE 342	Practical Theology	3
Select <b>3 hours</b> from 1 of the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy		3	BIB/THE 300+	Elective	3
			BIB/THE 400+	Elective	3
<b>Social/Behavioral Sciences</b>		<b>9</b>	<b>Christian Ministry</b> <b>33</b>		
PSY 110	General Psychology	3	MIN 110	The Jesus Life	3
PSY 120	Human Growth & Development	3	MIN 220	Intro. to Teaching & Preaching	3
Select <b>3 hours</b> from 1 of the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology		3	MIN 310	Disciple Making	3
			MIN 340	Principles of Christian Worship	3
			MIN 410	Leadership	3
			MIN 430	Pastoral Care & Counseling	3
			PAS 310	Applied Ministry Lab	3
			HOM 310	Expo. Sermon Development	3
			HOM 410	Adv. Sermon Development	3
			PSY 443	Lab Exp. in Counseling	3
			PSY 444	Adv. Counseling Techniques	3
			MIN 350	Orientation to DFE	CR
			MIN 451	Directed Field Experience	CR
<b>Math/Natural Sciences</b>		<b>3</b>	<b>Unrestricted Electives</b> <b>15</b>		
CIS/Math/Science/Statistics Elective		3	Select <b>15 hours</b> from any discipline.		
<b>Christian Service</b>		<b>7 CR Max</b>	<i>In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.</i>		
CHR 101	Christian Service	CR			
CHR 102	Christian Service	CR			
CHR 103	Christian Service	CR			
CHR 104	Christian Service	CR			
CHR 105	Christian Service	CR			
CHR 106	Christian Service	CR			
CHR 107	Christian Service	CR			

Enroll every semester of attendance at MCC minus 1

◇ Logos Bible Software is mandatory for all new students

\*Other biblical languages may be substituted with approval.

## CHRISTIAN MINISTRY

### Bachelor of Science in Bible and Christian Ministry with an Social Justice Emphasis

#### Required Courses

**Total Hours: 120**

#### General Studies **33**

##### Orientation **0**

ORN 090 Introduction to MCC Life CR

##### Communication **9**

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication

Course (e.g. COM 112) 3

##### Humanities **9**

HIS 310 History of American Christianity 3

PHL \_\_\_\_ Philosophy Elective 3

Select **3 hours** from 1 of the following disciplines:

Communication, Fine Arts, History, Languages,  
Literature, Philosophy 3

##### Social/Behavioral Sciences **9**

PSY 110 General Psychology *OR*

SAN 210 Intro. to Sociology 3

Select **6 hours** from 1 or more of the following disciplines:

Cultural Anthropology, Economics, Family Studies,  
Geography (excluding Physical Geo), Political Science,  
Psychology, Sociology 6

##### Math/Natural Sciences **6**

CIS/Math/Science/Statistics Elective 3

Math OR Science Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

CHR 104 Christian Service CR

CHR 105 Christian Service CR

CHR 106 Christian Service CR

CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

#### Bible/Theology **33**

BIB 113 Old Testament History 3

BIB 114 Poets & Prophets of OT 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>◇</sup> 3

BIB 330 Advanced Interpretation 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 300+ Elective 3

BIB/THE 300+ Elective 3

BIB/THE 400+ Elective 3

#### Christian Ministry **33**

MIN 110 The Jesus Life 3

MIN 220 Intro. to Teaching & Preaching 3

MIN 310 Disciple Making 3

MIN 340 Principles of Christian Worship 3

MIN 410 Leadership 3

MIN 430 Pastoral Care & Counseling 3

THE 343 Theology of Social Justice 3

SJU 320 History of Social Justice 3

THE 435 Christian Ethics 3

SJU 440 Social Justice Practicum 3

Choose **1** of the following electives:

ICS 320 Intercultural Communications 3

PSY 340 Principles of Counseling 3

SFM 440 Spir. Mentoring & Soul Care 3

#### Unrestricted Electives **21**

Select **21 hours** from any discipline.

*In consultation with the advisor, a student may  
complete a second ministry emphasis (15 CR) in  
this space.*

<sup>◇</sup>Logos Bible Software is mandatory for all new students

## CHRISTIAN MINISTRY

### Bachelor of Arts in Bible and Christian Ministry with an Social Justice Emphasis

#### Required Courses

#### General Studies **30**

#### Orientation **0**

ORN 090 Introduction to MCC Life CR

#### Communication **9**

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication 3

Course (e.g. COM 112)

#### Humanities **9**

HIS 310 History of American Christianity 3

PHL \_\_\_\_ Philosophy Elective 3

Select **3 hours** from 1 of the following disciplines:

Communication, Fine Arts, History, Languages,

Literature, Philosophy 3

#### Social/Behavioral Sciences **9**

PSY 110 General Psychology *OR*

SAN 210 Intro. To Sociology 3

Select **6 hours** from 1 or more of the following disciplines:

Cultural Anthropology, Economics, Family Studies,

Geography (excluding Physical Geo), Political Science,

Psychology, Sociology 6

#### Math/Natural Sciences **3**

CIS/Math/Science/Statistics Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

CHR 104 Christian Service CR

CHR 105 Christian Service CR

CHR 106 Christian Service CR

CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

◇ Logos Bible Software is mandatory for all new students

**Total Hours: 122**

#### Bible/Theology **44**

BIB 113 Old Testament History 3

BIB 114 Poets & Prophets of OT 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>◇</sup> 3

BIB 330 Advanced Interpretation 3

LAN 221 Elementary Greek I\* 4

LAN 222 Elementary Greek II\* 4

LAN 321 Intermediate Greek I\* 3

LAN 322 Intermediate Greek II\* 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 300+ Elective 3

BIB/THE 400+ Elective 3

#### Christian Ministry **33**

MIN 110 The Jesus Life 3

MIN 220 Intro. to Teaching & Preaching 3

MIN 310 Disciple Making 3

MIN 340 Principles of Christian Worship 3

MIN 410 Leadership 3

MIN 430 Pastoral Care & Counseling 3

THE 343 Theology of Social Justice 3

SJU 320 History of Social Justice 3

THE 435 Christian Ethics 3

SJU 440 Social Justice Practicum 3

Choose **1** of the following electives:

ICS 320 Intercultural Communications 3

PSY 340 Principles of Counseling 3

SFM 440 Spir. Mentoring & Soul Care 3

#### Unrestricted Electives **15**

Select **15 hours** from any discipline.

*In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.*

\*Other biblical languages may be substituted with approval.

## CHRISTIAN MINISTRY

### Bachelor of Science in Bible and Christian Ministry with a Youth Ministry Emphasis

#### Required Courses

**Total Hours: 120**

<b>General Studies</b>		<b>33</b>	<b>Bible/Theology</b>		<b>33</b>
<b>Orientation</b>		<b>0</b>	BIB 113	Old Testament History	3
ORN 090	Orientation to MCC Life	CR	BIB 114	Poets & Prophets of OT	3
<b>Communication</b>		<b>9</b>	BIB 211	Life & Teachings of Jesus	3
Written Communication Course (e.g. COM 111)		3	BIB 212	Christian Beginnings	3
Oral Communication Course (e.g. COM 120)		3	BIB 220	Interpretation <sup>◇</sup>	3
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)		3	BIB 330	Advanced Interpretation	3
<b>Humanities</b>		<b>9</b>	THE 341	Christian Theology	3
HIS 310	History of American Christianity	3	THE 342	Practical Theology	3
PHL ____	Philosophy Elective	3	BIB/THE 300+	Elective	3
Select <b>3 hours</b> from 1 of the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy		3	BIB/THE 300+	Elective	3
<b>Social/Behavioral Sciences</b>		<b>9</b>	BIB/THE 400+	Elective	3
PSY 110	General Psychology	3	<b>Christian Ministry</b>		<b>33</b>
SAN 220	Intro to Cultural Anthropology	3	MIN 110	The Jesus Life	3
Select <b>3 hours</b> from 1 of the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Political Science, Psychology, Sociology		3	MIN 220	Intro. to Teaching & Preaching	3
<b>Math/Natural Sciences</b>		<b>6</b>	MIN 310	Disciple Making	3
CIS/Math/Science/Statistics Elective		3	MIN 340	Principles of Christian Worship	3
Math <i>or</i> Science Elective		3	MIN 410	Leadership	3
<b>Christian Service</b>		<b>7 CR Max</b>	MIN 430	Pastoral Care & Counseling	3
CHR 101	Christian Service	CR	YMN 210	Adol. Culture & Discipleship	3
CHR 102	Christian Service	CR	YMN 310	Bldg Theo & Phil of YM	3
CHR 103	Christian Service	CR	YMN 410	Current Trends in YM	3
CHR 104	Christian Service	CR	YMN 425	YM Programming & Mgmt	3
CHR 105	Christian Service	CR	HOM 310	Expo. Sermon Development	3
CHR 106	Christian Service	CR	MIN 350	Orientation to DFE	CR
CHR 107	Christian Service	CR	MIN 451	Directed Field Experience	CR
<b>Unrestricted Electives</b>		<b>21</b>	Select <b>21 hours</b> from any discipline. <i>In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.</i>		

◇Logos Bible Software is mandatory for all new students

*Enroll every semester of attendance at MCC minus 1*

## CHRISTIAN MINISTRY

### Bachelor of Arts in Bible and Christian Ministry with a Youth Ministry Emphasis

#### Required Courses

**Total Hours: 122**

#### General Studies **30**

**Orientation 0**  
ORN 090 Introduction to MCC Life CR

#### Communication **9**

Written Communication Course (e.g. COM 111) 3  
Oral Communication Course (e.g. COM 120) 3  
Research-Based Written *or* Oral Communication Course (e.g. COM 112) 3

#### Humanities **9**

HIS 310 History of American Christianity 3  
PHL \_\_\_\_ Philosophy Elective 3  
Select **3 hours** from 1 of the following disciplines:  
Communication, Fine Arts, History, Languages,  
Literature, Philosophy 3

#### Social/Behavioral Sciences **9**

PSY 110 General Psychology 3  
SAN 220 Intro. To Cultural Anthropology 3  
Select **3 hours** from 1 of the following disciplines:  
Cultural Anthropology, Economics, Family Studies,  
Geography (excluding Physical Geo), Political Science,  
Psychology, Sociology 3

#### Math/Natural Sciences **3**

CIS/Math/Science/Statistics Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR  
CHR 102 Christian Service CR  
CHR 103 Christian Service CR  
CHR 104 Christian Service CR  
CHR 105 Christian Service CR  
CHR 106 Christian Service CR  
CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

✧ Logos Bible Software is mandatory for all new students

#### Bible/Theology **44**

BIB 113 Old Testament History 3  
BIB 114 Poets & Prophets of OT 3  
BIB 211 Life & Teachings of Jesus 3  
BIB 212 Christian Beginnings 3  
BIB 220 Interpretation<sup>✧</sup> 3  
BIB 330 Advanced Interpretation 3  
LAN 221 Elementary Greek I\* 4  
LAN 222 Elementary Greek II\* 4  
LAN 321 Intermediate Greek I\* 3  
LAN 322 Intermediate Greek II\* 3  
THE 341 Christian Theology 3  
THE 342 Practical Theology 3  
BIB/THE 300+ Elective 3  
BIB/THE 400+ Elective 3

#### Christian Ministry **33**

MIN 110 The Jesus Life 3  
MIN 220 Intro. to Teaching & Preaching 3  
MIN 310 Disciple Making 3  
MIN 340 Principles of Christian Worship 3  
MIN 410 Leadership 3  
MIN 430 Pastoral Care & Counseling 3  
YMN 210 Adol. Culture & Discipleship 3  
YMN 310 Bldg Theo & Phil of YM 3  
YMN 410 Current Trends in YM 3  
YMN 425 YM Programming & Mgmt 3  
HOM 310 Expo. Sermon Development 3  
MIN 350 Orientation to DFE CR  
MIN 451 Directed Field Experience CR

#### Unrestricted Electives **15**

Select **15 hours** from any discipline.  
*In consultation with the advisor, a student may complete a second ministry emphasis (15 CR) in this space.*

\*Other biblical languages may be substituted with approval.



# CHRISTIAN MINISTRY

## Bachelor of Arts in Bible and Christian Ministry with a Residency Emphasis

### Required Courses

**Total Hours: 122**

#### General Studies **30**

**Orientation 0**  
ORN 090 Introduction to MCC Life CR

#### Communication **9**

Written Communication Course (e.g. COM 111) 3  
Oral Communication Course (e.g. COM 120) 3  
Research-Based Written *or* Oral Communication Course (e.g. COM 112) 3

#### Humanities **9**

HIS 310 History of American Christianity 3  
PHL \_\_\_\_ Philosophy Elective 3  
Select **3 hours** from 1 of the following disciplines:  
Communication, Fine Arts, History, Languages,  
Literature, Philosophy 3

#### Social/Behavioral Sciences **9**

PSY 110 General Psychology *OR*  
SAN 210 Intro to Sociology 3  
Select **6 hours** from 1 or more of the following disciplines:  
Cultural Anthropology, Economics, Family Studies,  
Geography (excluding Physical Geo), Political Science,  
Psychology, Sociology 6

#### Math/Natural Sciences **3**

CIS/Math/Science/Statistics Elective 3

#### Christian Service **7 CR Max**

CHR 101 Christian Service CR  
CHR 102 Christian Service CR  
CHR 103 Christian Service CR  
CHR 104 Christian Service CR  
CHR 105 Christian Service CR  
CHR 106 Christian Service CR  
CHR 107 Christian Service CR

*Enroll every semester of attendance at MCC minus 1*

#### Bible/Theology **44**

BIB 113 Old Testament History 3  
BIB 114 Poets & Prophets of OT 3  
BIB 211 Life & Teachings of Jesus 3  
BIB 212 Christian Beginnings 3  
BIB 220 Interpretation<sup>◇</sup> 3  
BIB 330 Advanced Interpretation 3  
LAN 221 Elementary Greek I\* 4  
LAN 222 Elementary Greek II\* 4  
LAN 321 Intermediate Greek I\* 3  
LAN 322 Intermediate Greek II\* 3  
THE 341 Christian Theology 3  
THE 342 Practical Theology 3  
BIB/THE 300+ Elective 3  
BIB/THE 400+ Elective 3

#### Christian Ministry **48**

MIN 110 The Jesus Life 3  
MIN 220 Intro. to Teaching & Preaching 3  
MIN 310 Disciple Making 3  
MIN 340 Principles of Christian Worship 3  
MIN 410 Leadership 3  
MIN 430 Pastoral Care & Counseling 3

#### Residency (10 months) **30**

MIN 471 Residency Part I 15  
MIN 472 Residency Part II 15

\*Other biblical languages may be substituted with approval.

◇Logos Bible Software is mandatory for all new students

# **Academic Programs Traditional Campus General Studies Department**

*Department Head:* Dr. Brian Medaris

## **Mission**

The General Studies Department exists to educate, equip, and enrich Christians to be leaders through foundational studies that prepare students to read, study, and think critically.

## **Objectives**

Students completing the requirements in General Studies will:

1. Articulate in writing and speaking their own ideas about issues and arguments in written and oral discourse that demonstrate efficient use of grammar, mechanics, and style in a manner appropriate to the audience.
2. Recognize movements, theories, people, and works that have shaped culture, including the Christian church.
3. Demonstrate an understanding of major concepts in the behavioral and social sciences.
4. Solve problems through deductive and inductive reasoning.
5. Demonstrate an integration of their studies into a Christian worldview.
6. Recognize the value of lifelong learning.
7. Demonstrate the use of technology and art resources and explain their influence on self and society.

# GENERAL STUDIES

## Associate of Arts

### Major: General Studies

#### Required Courses

**General Studies** **27**

**Orientation** **0**

ORN 090 Introduction to MCC Life CR

**Communication** **9**

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication 3

Course (e.g. COM 112)

**Humanities** **9**

Select **9 hours** from 1 or more of the following disciplines: Communication, Fine Arts, Languages, Literature, History, or Philosophy

**Social/Behavioral Sciences** **6**

Select **6 hours** from 1 or more of the following disciplines: Anthropology, Economics, Family Studies, Geography, Psychology, Sociology, or Political Science

**Math/Natural Sciences** **3**

Select **3 hours** from 1 of the following disciplines: Math, Natural Sciences, Statistics, or Computer Information Sciences

*Note: Many Bachelor's Degrees require College Algebra*

**Total Hours: 60**

**Bible/Theology** **12**

BIB 113 Old Testament History 3

BIB 211 Life & Teachings of Jesus 3

BIB 220 Interpretation<sup>◇</sup> 3

THE 341 Christian Theology 3

**Christian Ministry Electives** **6**

MIN 110 The Jesus Life 3

Select **1 course** from the following:

MIN 220 Intro Teaching/Preaching 3

MIN 310 Disciple Making 3

MIN 340 Princ. Christian Worship 3

**Unrestricted Electives** **15**

Select **15 hours** from any discipline.

**Christian Service** **3 CR**

CHR 101 Christian Service CR

CHR 102 Christian Service CR

CHR 103 Christian Service CR

◇Logos Bible Software is mandatory for all new students

# GENERAL STUDIES

## Associate of Science

### Major: Psychology

#### Required Courses

#### General Studies 24

#### Orientation 0

ORN 090 Introduction to MCC Life CR

#### Communication 9

Written Communication Course (e.g. COM 111) 3

Oral Communication Course (e.g. COM 120) 3

Research-Based Written *or* Oral Communication 3

Course (e.g. COM 112)

#### Humanities 3

Select **3 hours** from 1 of the following disciplines: Communication, Fine Arts, Languages, Literature, History, or Philosophy

#### Social/Behavioral Sciences 6

Select **6 hours** from 1 or more of the following disciplines: Anthropology, Economics, Family Studies, Geography, Psychology, Sociology, or Political Science

#### Math/Natural Sciences 6

Select **6 hours** from 1 or more of the following disciplines: Math, Natural Sciences, Statistics, or Computer Information Sciences

*Note: Many Bachelor's Degrees require College Algebra*

✧ Logos Bible Software is mandatory for all new students

**Total Hours: 60**

#### Bible/Theology 12

BIB 113 Old Testament History **OR**

BIB 114 Poets & Prophets of the OT 3

BIB 211 Life & Teachings of Jesus **OR**

BIB 212 Christian Beginnings 3

BIB 220 Interpretation<sup>✧</sup> 3

THE 341 Christian Theology 3

#### Psychology 18

PSY 110 General Psychology 3

PSY 120 Human Growth & Dev. 3

PSY 320 Crisis Intervention 3

PSY 330 Abnormal Psychology 3

PSY 340 Principles of Counseling 3

STA 310 Elementary Statistics 3

#### Unrestricted Electives 6

Select **6 hours** from any discipline.

#### Christian Service 2 CR

CHR 101 Christian Service CR

CHR 102 Christian Service CR

## **On-Campus Management & Ethics Department**

*Department Head:* Dr. Courtney Porter

### **Mission**

The Management and Ethics Department exists to educate, equip, and enrich Christians to be leaders in business, management, and organizational contexts.

### **Objectives**

Upon completing the course of study in management and ethics, a student will:

1. Develop ethical leaders driven by humility and a servant-hearted approach in their professional roles.
2. Cultivate critical thinkers capable of analyzing complex challenges through ethical considerations and diverse perspectives.
3. Foster a global mindset recognizing the interconnectedness of economies, cultures, and societies, inspiring culturally sensitive management practices.
4. Encourage social responsibility by engaging in solving societal issues and advocating for justice and fairness.
5. Provide tools for upholding honesty, transparency, and fairness in business transactions to build trust in organizational environments.
6. Integrate Christian faith with management principles, enriching decision-making and leadership.

## Management & Ethics - On Campus Program

### Bachelor of Science in Management and Ethics

#### Required Courses

**Total Hours: 120**

<b>General Studies</b>		<b>33</b>	<b>Bible/Theology</b>		<b>30</b>
<b>Orientation</b>		<b>0</b>	BIB 113	Old Testament History	3
ORN 090	Intro to MCC Life	CR	BIB 114	Poets & Prophets of the OT	3
<b>Written and Rhetorical Arts</b>		<b>9</b>	BIB 211	Life & Teachings of Jesus	3
One written communication course		3	BIB 212	Christian Beginnings	3
One oral communication course		3	BIB 220	Interpretation <sup>‡</sup>	3
One written or oral communication course		3	MIN 110	The Jesus Life	3
<b>Humanities</b>		<b>9</b>	MIN 410	Leadership	3
HIS 310	History of American Christianity	3	THE 341	Christian Theology	3
PHL ____	Philosophy Elective	3	THE 435	Christian Ethics	3
Select <b>3 hours</b> from 1 of the following disciplines:			BIB/THE 300+	Elective	3
Communication, Fine Arts, History, Languages, Literature, Philosophy		3	<b>Management/Ethics</b>		<b>33</b>
<b>Science/Math</b>		<b>6</b>	MGT 210	Intro to Management & Ethics	3
Math/Science Elective		3	MGT 310	Economics for Managers	3
STA 310	Elementary Statistics	3	MGT 320	Accounting for Managers	3
<b>Social/Behavioral Sciences</b>		<b>9</b>	MGT 330	Introduction to Marketing	3
PSY 110	General Psychology <b>OR</b>		MGT 340	Managerial Finance	3
SAN 210	Intro to Sociology	3	MGT 410	International Issues Business	3
Select <b>6 hours</b> from 1 or more of the following disciplines:			MGT 420	Ogr. Behavior and Change	3
Cultural Anthropology, Economics, Family Studies, Geography, (excluding physical geography), Psychology, Sociology		6	MGT430	Case Studies: Man. Ethics	3
			MGT 440	Capstone: Business Strategies	3
			MGT 450	Human Resource Mgmt	3
			MGT 460	Management Practicum	3
			<b>Unrestricted Electives</b>		<b>24</b>
			Select <b>24 hours</b> from any discipline.		
			<b>Christian Service</b>		<b>7 CR</b>
			CHR 101	Christian Service	CR
			CHR 102	Christian Service	CR
			CHR 103	Christian Service	CR
			CHR 104	Christian Service	CR
			CHR 105	Christian Service	CR
			CHR 106	Christian Service	CR
			CHR 107	Christian Service	CR

‡Logos Bible Software is mandatory for all new students

## Library/Learning Resources

*Director of Library Services:* Caleb May

The library is located on the 3rd and 2nd floor of Jolliffe Hall. In its current location the library is ADA (Americans with Disabilities Act) compliant. The staff uses the Library of Congress classification system. The library contains over 30,000 volumes and over 3,000 bound and unbound journals. The EOSWeb Express automation system provides public access, computerized card catalog, and circulation control. In addition, patrons have access to several on-line databases, interlibrary loan, the OCLC database, reference assistance, computer access, CD-Roms, and a photocopier/scanner. Through a formal cooperative agreement with Kansas State University, MCC students, faculty, and staff enjoy full access to the KSU Hale Library system, while KSU faculty, staff and students also have access to MCC's library. The Learning Resources Committee assists the director of library services. The committee consists of faculty and student representation and is chaired by the library director. Through monthly meetings the committee provides oversight of various aspects of library operations. The committee functions as an advisory and steering committee to the library director. It provides evaluative decision-making to assist in setting policy for major improvements within the library, assigns portions of the library acquisitions monies to appropriate faculty for purchases in their curricular area, and entertains requests for special purchases for the library and its patrons.

### **Mission**

The mission of the Manhattan Christian College Library is to provide the services and resources necessary to help educate, equip, and enrich the students, faculty, administration, and staff of Manhattan Christian College, as well as to the surrounding local community. This mission is primarily centered on the instructional tasks of the college, focusing on the curricular support of the students and teaching faculty of the college. The library's mission includes providing the following:

- Materials (print and non-print media) to support the curriculum of the college.
- Materials (print and non-print media) to help support faculty research.
- Staff assistance
- Library orientation
- Research Instruction

In addition, it supports personal growth, providing a place and media for non-technical and recreational reading and other activities, as appropriate and feasible.

### **Vision**

The library seeks to provide instructional support and learning resources by combining elements of a traditional "liberal arts" education with professional and pre-professional training for various aspects of ministry for students, staff, faculty, administration, and the community.

### **Objectives**

To achieve its vision and mission, the library will:

1. Seek budget increases to a percentage which reflects the ideal of the ABHE's recommended level of 6% of "G & E" expenditures of the college.
2. Seek augmented budgetary funding for the library through various sources of revenue including (a) a library use fee, (b) memorial gifts, (c) application for funding from grant proposals.
3. Seek to provide onsite and remote access to materials needed to support the curriculum and faculty research.
4. Provide library orientation and instructional assistance to all patrons.
5. Seek to enhance resource sharing services by providing access to additional materials supporting the curriculum and faculty research.

6. Seek to acquire and maintain the necessary equipment and technology to support developing programs.
7. Seek to acquire and regularly update computer hardware and software necessary to access and display electronic information resources.
8. Enhance the current systems by acquiring an automated, integrated library system for cataloging, public access, and circulation services.

### **Intellectual Freedom and Censorship**

The library is committed to the free exchange of ideas. To meet the curricular needs of the college, materials will be purchased to reflect a wide variety of viewpoints and modes of expression, even those of a controversial nature. No materials shall be excluded from the collection because of the race or nationality of the authors, or the political, moral, or religious views expressed therein.

## Course Descriptions

In order to provide clarity for both faculty, students and inquirers regarding the academic course offerings at Manhattan Christian College, a set of general guidelines have been established to use in determining the area of discipline, course structure, organization, and degree of difficulty or sophistication. The letters in the prefix relates to the area of discipline that course represents. The academic discipline areas at MCC are:

<b>BIB</b> Bible	<b>HUM</b> Humanities	<b>PSY</b> Psychology and Counseling
<b>CHR</b> Christian Service	<b>ICS</b> Intercultural Studies	<b>SAN</b> Sociology and Anthropology
<b>CHP</b> Chaplaincy	<b>LAN</b> Languages	<b>SCI</b> Science
<b>CIS/CC</b> Computing and Information Systems	<b>LIT</b> Literature	<b>SFM</b> Spiritual Formation
<b>COM</b> Communications	<b>LSP</b> Leadership	<b>SJU</b> Social Justice
<b>ECN</b> Economics	<b>MGT</b> Management	<b>STA</b> Statistics
<b>FST</b> Family Studies	<b>MAT</b> Math	<b>THE</b> Theology
<b>HIS</b> History	<b>MIN</b> Ministry	<b>WOR</b> Worship
<b>HOM</b> Homiletics	<b>MUS</b> Music	<b>YMN</b> Youth Ministry
<b>HPW</b> Health and Physical Wellness	<b>ORN</b> Orientation	
	<b>PAS</b> Pastoral	
	<b>PHL</b> Philosophy	

The first number in the sequence designates the course level. The courses at MCC are developed based on the following guidelines:

Lower Division Courses are offered at the 100- and 200- levels while having the following characteristics:

- Lower division courses generally do not have college-level prerequisites unless there are courses taken in sequence such as Written Composition I and Written Composition II.
- Lower division courses usually are not limited to students majoring in the discipline in which the course is listed.
- Lower division courses primarily are introductory, survey, or basic concept oriented courses.
- Upper division courses (300 – 400 levels) generally require substantial college-level preparation and/or prerequisites on the part of the student.
- Upper division courses usually are more specialized courses taken within the student’s major field of study or emphasis.
- Upper division courses often provide a capstone experience.

Course Level Descriptions reflect levels of learning. In order to provide those descriptions, the principles of Bloom’s Taxonomy are used as a basis. The following chart provides working guideline descriptions for each course level.

Level	Description	Bloom’s Taxonomy
100	Initial immersion in the academic discipline without expectation of previous exposure at the college level	Knowledge and Comprehension
200	Secondary immersion in the academic discipline to provide more familiarity within that study	Knowledge and Comprehension, and Application
300	Deepened immersion with special attention to the application and analysis within the specific discipline	Knowledge and Comprehension, Application, and Analysis
400	Evaluation experience providing synthesis with the discipline through inquiry and methodology	Knowledge and Comprehension, Application, Analysis, Synthesis, and Evaluation

Assessment Language based on Bloom’s Taxonomy and these levels of learning should use the following terminology:

Knowledge	Comprehension	Application	Analysis	Synthesis	Evaluation
List	Summarize	Solve	Analyze	Design	Evaluate
Name	Explain	Illustrate	Organize	Hypothesize	Choose
Identify	Interpret	Calculate	Deduce	Support	Estimate
Show	Describe	Use	Contrast	Schematize	Judge
Define	Compare	Interpret	Compare	Write	Defend
Recognize	Paraphrase	Relate	Distinguish	Report	Criticize
Recall	Differentiate	Manipulate	Discuss	Justify	
State	Demonstrate	Apply	Plan		
Visualize	Classify	Modify	Devise		

The second number in the sequence is a descriptor of the category within the discipline as designated in the prefix. For example, the “1” designates sociology and “2” designates anthropology in the SAN discipline.

The third number in the sequence describes whether the course is a foundational standalone course which is designated with a “0” or a group of courses that are in sequence which is designated in numerical order.

The MCC academic calendar is based on semesters. Prerequisites may be waived by the instructor when a student has shown readiness. Courses and their descriptions, including frequency of the course offering, may change, be added or be deleted. A line schedule showing all courses, including a required textbook list, offered for a specific semester is published prior to preregistration for that semester. Courses with insufficient preregistration or registration may be canceled.

## **BIBLE (BIB)**

**BIB 113 Old Testament History 3 hours**

This course is a survey of the Old Testament Pentateuch (Genesis – Deuteronomy) and Historical Books (Joshua – Esther).

**BIB 114 Poets and Prophets of the Old Testament 3 hours**

This course is a survey of the poetic and prophetic literature of the Old Testament from Job to Malachi.

**Recommended: BIB 113**

**BIB 211 Life and Teachings of Jesus 3 hours**

This course is a study of the life of Christ based on a selected gospel.

**BIB 212 Christian Beginnings 3 hours**

This course is a study of the history of the beginning of the church primarily focusing on the ministry of Paul and his writings plus the writings of others to those early Christians.

**BIB 220 Interpretation 3 hours**

This course is an introduction to the interpretation of scripture introducing students to principles of interpretation and exegetical methods and tools with special focus given to understanding principles of interpreting different forms of scriptural literature.

**BIB 330      Advanced Interpretation****3 hours**

This course focuses on the church's historical commitment to encounter and be transformed by Jesus Christ through the reading of Scripture. This course has four main movements: (1) it locates our own exegetical methodologies historically; (2) it focuses on a responsible, Christocentric reading of the Old Testament; (3) it engages in reading practices designed for personal transformation; (4) it considers ways we might faithfully live out Scripture as a church body.

**Prerequisite: BIB 220****BIB 334      Epistles: The Prison Epistles****3 hours**

This course is an exegetical study and exposition of Ephesians, Philippians, Colossians, and Philemon.

**Prerequisites: BIB 212, BIB 220****BIB 336      Epistles: Hebrews****3 hours**

This course is an exegetical study and exposition of Hebrews.

**Prerequisites: BIB 212, BIB 220****BIB 337      Epistles: Pastoral Epistles****3 hours**

This course is an exegetical study and exposition of 1 and 2 Timothy and Titus.

**Prerequisites: BIB 212, BIB 220****BIB 339      Epistles: 1 & 2 Corinthians****3 hours**

This course is an exegetical study and exposition of 1 & 2 Corinthians focusing on the unique characteristics of the Corinthian church and culture. Special attention will be given to Paul's instructions regarding divisions within the church, Christian interaction with pagan religions, and ecclesiastical practice.

**Prerequisites: BIB 212, BIB 220****BIB 341      Major Prophets****3 hours**

This course is a study of the books of Isaiah, Jeremiah, Ezekiel, and Daniel, with selective exegesis of each of these books. Special attention will be given to the history and functions of the prophetic office in the Old Testament.

**Prerequisites: BIB 114, BIB 220****Recommended: BIB 113****BIB 342      Minor Prophets****3 hours**

This course is a study of the "Book of the Twelve," or Minor Prophets (Hosea, Joel, Amos, Obadiah, Jonah, Micah, Nahum, Habakkuk, Zephaniah, Haggai, Zechariah, and Malachi), with selective exegesis of each of these books. Special attention will be given to the historical and canonical contexts of these prophets.

**Prerequisites: BIB 114, BIB 220****Recommended: BIB 113****BIB 345      Psalms****3 hours**

The course is an advanced, in-depth exegetical study of the book of Psalms.

**Prerequisites: BIB 114, BIB 220****Recommended: BIB 113****BIB 400      General Epistles****3 hours**

This course is an advanced, in-depth exegetical study of the biblical letters of James, 1-2 Peter, 1-3 John, and Jude.

**Prerequisites: BIB 212, BIB 220**

**BIB 405 Exodus 3 hours**

This course is an advanced in-depth exegetical study of the book of Exodus.

**Prerequisites:** BIB 113, BIB 220

**Recommended:** BIB 114

**BIB 410 Bible Lands and Cultures 3 hours**

This course is an exploration of the geography and cultures of the Bible through instructor led tours.

**BIB 426 The Gospel of John 3 hours**

This course is an advanced in-depth exegetical study of the life of Christ as written in the Gospel of John, the one non-synoptic gospel.

**Prerequisites:** BIB 211, BIB 220, Junior Status

**BIB 427 Romans 3 hours**

This course is an advanced in-depth exegetical study of the book of Romans.

**Prerequisites:** BIB 212, BIB 220, Junior Status

**BIB 428 Revelation 3 hours**

This course is an advanced in-depth exegetical study of the book of Revelation.

**Prerequisites:** BIB 212, BIB 220, Junior Status

**BIB 445 Isaiah 3 hours**

This course is an expository study of the book of Isaiah with attention to developing a sound methodology for interpreting prophetic texts.

**Prerequisites:** BIB 114, BIB 220

**Recommended:** BIB 113

**BIB 449 Second Temple Judaism 3 hours**

A study of the history and literature of the Jews during the Second Temple Period (ca. 516 BC – AD 135), including readings from English translations of significant primary texts (including Apocrypha, Pseudepigrapha, and Dead Sea Scrolls). Consideration will be given to how these texts and contexts contribute to a better understanding of the world of Jesus, the early church, and early Judaism.

**Prerequisites:** BIB 113, BIB 220

**CHAPLAINCY (CHP)****CHP 410 Clinical Pastoral Education 6 hours**

This course provides a practical chaplaincy experience at an approved clinical site. A minimum of 400 hours of supervised clinical experience is required. Within CPE the learner will demonstrate the ability “to make use of the clinical process and the clinical method of learning.” The group experience is intended to contribute to the learner’s intrapersonal development and equip the learner to interact with peers in a deepening of cognitive, affective, behavioral, and spiritual understanding. The student will earn one unit of Clinical Pastoral Education (CPE) credit through the College of Pastoral Supervision and Psychotherapy (CPSP) upon successful completion of CPE. There is a \$300.00 lab fee associated with this course.

**Prerequisite:** Instructor consent

## CHRISTIAN SERVICE PROGRAM (CHR)

Four-year degree students must complete seven Christian Service projects, two-year degrees students must complete three Christian Service projects. Thunder Online students are required to complete three service projects.

**CHR 101 Christian Service Project** **CR/NC**  
A project of no less than 16 hours.

**CHR 102 Christian Service Project** **CR/NC**  
A project of no less than 16 hours.  
**Prerequisite: CHR 101**

**CHR 103 Christian Service Project** **CR/NC**  
A project of no less than 16 hours.  
**Prerequisite: CHR 102**

**CHR 104 Christian Service Project** **CR/NC**  
A project of no less than 16 hours.  
**Prerequisite: CHR 103**

**CHR 105 Christian Service Project** **CR/NC**  
A project of no less than 16 hours.  
**Prerequisite: CHR 104**

**CHR 106 Christian Service Project** **CR/NC**  
A project of no less than 16 hours.  
**Prerequisite: CHR 105**

**CHR 107 Christian Service Project** **CR/NC**  
A project of no less than 16 hours.  
**Prerequisite: CHR 106**

## COMPUTING AND INFORMATION SYSTEMS (CIS/CC)

**CIS 110 Introduction to Personal Computing** **3 hours**  
This course is an introduction to the microcomputer including the use of a word processor, spreadsheet, and presentation software.

**CIS 120 Introduction to Computing** **3 hours**  
*Kansas State Computational Core at MCC. Taught via KSU Global Campus. Listed as CC 110 at KSU.*  
An overview of the history of computers and programming. Famous historical figures and their impact in modern computing. Introduction to major topics in computer science such as artificial intelligence, high performance computing, cryptography, big data, cybersecurity, robotics, and more. Brief experience with computer programming concepts.

This course serves as an introduction to modern computing and programming by reviewing historical figures and events and the impact they had on modern technology. Students are exposed to a variety of topics in

computer science, and gain hands-on experience with some of these topics through the use of some basic programming skills. The goal of this course is to show students the wider world of computing and technology beyond programming, building a broad foundation for later courses to build upon.

**CIS 210      Fundamental Computer Programming Concepts      4 hours**

*Kansas State Computational Core at MCC. Taught via KSU Global Campus. Listed as CC 210 at KSU.*

Basic concepts in developing computer programs: program structure and syntax, primitive data types, variables, control flow, iteration, simple algorithms, debugging, and good software development practices. Introduction to object-oriented programming.

The course introduces students to computer programming using one of several programming languages. Interactive lessons and engaging projects reinforce new skills and concepts while relating programming fundamentals to the real world. This course covers the basic concepts of programming, from variables and control flow to functions, objects, and simple algorithms.

**CIS 310      Data Structures & Algorithms I      3 hours**

*Kansas State Computational Core at MCC. Taught via KSU Global Campus. Listed as CC 310 at KSU.*

Exploration of simple data structures & related algorithms in computer programming. Basic concepts of complexity analysis. Object-oriented design concepts.

This course introduces simple data structures such as sets, lists, stacks, queues, and maps. Students learn how to create data structures and the algorithms that use them. Students are introduced to algorithm analysis to determine the efficiency of algorithms.

**CIS 315      Data Structures & Algorithms 2      3 hours**

*Kansas State Computational Core at MCC. Taught via KSU Global Campus. Listed as CC 315 at KSU.*

The course covers more advanced data structures & related algorithms. More focus is placed on formal software development methods and software engineering fundamentals. The course also includes an introduction to requirements analysis processes that provides the specification of algorithmic requirements.

This course introduces advanced data structures, such as trees, graphs, and heaps. Several new algorithms using these data structures are covered. Students also learn software development methods and software engineering fundamentals and use those skills to develop projects of increasing size and scope effectively.

**CIS 410      Advanced Programming      3 hours**

*Kansas State Computational Core at MCC. Taught via KSU Global Campus. Listed as CC 410 at KSU.*

Advanced programming techniques and projects. Concepts from simulation and modeling, media applications, secure design, information management, parallelism, and networking. Software development methodologies, processes, and design patterns. Practical experience with professional communication and collaboration.

In this course students gain experience writing programs using a variety of advanced programming techniques. Projects cover a variety of application domains and use a variety of technologies to help students master advanced computer programming concepts.

## COMMUNICATION (COM)

### COM 111 Written Composition I

3 hours

This course is the practice in writing a wide range of discourse for a wide variety of purposes and audiences including a focus on research skills. Instruction will be given in all aspects of the composing process: invention, drafting, revision, and proofreading.

### COM 112 Written Composition II

3 hours

This course is the practice in writing a wide range of discourse focusing on developing the ability to write persuasively and informatively.

**Prerequisite: COM 111**

### COM 114 Business Communication 🌩️ Thunder Online Course 🌩️

3 hours

This course is designed to develop written skills, visual layout, organization, grammar, and spelling skills.

### COM 120 Public Speaking

3 hours

This course is the consideration of both the theory and practice of public speaking to acquaint students with the dynamic components of oral communication. The course provides experiences in reasoning and in constructing and presenting speeches.

### COM 214 Interpersonal Communication

3 hours

This course is an introduction to the basic principles of communication through examination of variables involved in several types of one-to-one, or interpersonal, communication situations.

### COM 239 Communication Concepts 🌩️ Thunder Online Course 🌩️

3 hours

This course is an introduction to the concepts of effective oral and written communication to include functioning in teams and other organizational settings as well as interpersonal exchanges.

### COM 310 General Phonetics

3 hours

This course emphasizes the description and classification of speech sounds according to point and manner or articulation. It will include transcription in the International Phonetic Association alphabet and study in the sounds of languages which could be encountered in cross-cultural situations. Cross-listed as ICS 310.

### COM 320 Intercultural Communication

3 hours

This course is the study of the dynamic interaction of communication and culture and the process of inducing change in the intercultural settings. Cross-listed as ICS 320.

**Prerequisites: SAN 220 and COM 120 or COM 214**

## ECONOMICS (ECN)

### ECN 110 Principles of Macroeconomics

3 hours

This introductory course is designed to provide a systematic approach to the two main issues of macroeconomics: what causes an economy to grow over time and what causes economies to grow unevenly over time. In studying these issues, the following topics are explored: growth, output, prices, employment, aggregate supply and demand, inflation, international trade, and money and banking. The emphasis in this course will be on assisting the student to better understand economic policy and make better choices as a manager of resources.

**ECN 120 Principles of Microeconomics****3 hours**

This introductory course is designed to provide a systematic approach to the study of human behavior in a market system. It will explore the role of prices and markets in an economy with an emphasis on economic tools needed to better understand economic policy and make better choices as a manager of resources.

**FAMILY STUDIES (FST)****FST 310 The Family****3 hours**

This course is a study of the various aspects of family life. A researched-based approach to marriage, singleness, parenting, life stages, family resource management, divorce, cohabitation, and other issues related to the nature of the family will be presented and discussed.

**FST 325 Social Trends in U.S. Families****3 hours**

This course will provide an overview of the major contemporary social trends (history, etc.) influencing families in the United States. Family Systems Theory and some elements of Ecological Theory will be the guiding frameworks for understanding the scope of influence on families and society.

**Recommended: FST 310**

**FST 330 Human Sexuality****3 hours**

This course is a study of fundamentals of human sexuality including belief and behaviors, anatomy, development, dysfunction, and relationships.

**Prerequisite: PSY 110**

**FST 410 Major Family Theories****3 hours**

This course will present an overview of the major family theories including theoretical assumptions, terms, concepts, and applications.

**Recommended: FST 310, FST 325**

**FST 440 Family Life Education****3 hours**

This course provides an overview of the philosophies and practices of family life education. The ten substance areas of certified family life educators will be introduced. Methodology in needs assessment, programming, and evaluation will be presented and applied. This class will primarily focus on “front-end” education while also considering intervention strategies regarding family life.

**Recommended: FST 310**

**HISTORY (HIS)****HIS 131 History of Western Civilization I****3 hours**

This course is the study of western civilization from earliest times until 1715 with special emphasis placed on major social, political, economic, and cultural movements shaping western civilization.

**HIS 132 History of Western Civilization II****3 hours**

This course is the study of western civilization from the eighteenth through the twentieth centuries with special emphasis given to the economic, social, cultural, and political factors which have shaped our modern world.

**HIS 310 History of American Christianity****3 hours**

This course is the study of the church in America with special focus on American evangelization and the influence of the 19th century Restoration Movement from the earliest time to modern day.

**Prerequisite: Sophomore Status**

**HIS 330      The Rise and Decline of the Roman Empire to 500 AD      3 hours**  
 This course is an examination of Rome's origin, early monarchy, republican government, imperial government, and eventual collapse and fall. Economics, expansion, military and warfare, cultural and sociological issues are addressed. Contact with ancient civilizations, political reforms and religious movements are also analyzed in context to the shaping of the Empire.  
**Recommended: Sophomore Status**

**HIS 441      History of Christianity      3 hours**  
 This course is a historical survey of Christianity from its beginning to the present time. Special attention is given to the people and movements which have shaped the development of the church and the Christian world.  
**Recommended: HIS 132**

**HIS 455      Perspectives on the World Judeo-Christian Movement      3 hours**  
 This course is an analysis of the historic development and impact of Christianity as an international social and cultural movement, with special emphasis on its role in the development and social change among non-western cultures.

## **HOMILETICS (HOM)**

**HOM 310      Expository Sermon Development      3 hours**  
 This course is an intermediate homiletics course that focuses on the development and delivery of expository sermons from a variety of genres in the Bible, such as narratives, parables, epistles, psalms, proverbs, and apocalyptic literature.  
**Prerequisites: BIB 220, MIN 220**

**HOM 410      Advanced Sermon Development      3 hours**  
 This course is an advanced homiletics course that focuses on the development and delivery of expository sermons from a variety of genres in the Bible, such as narratives, parables, epistles, psalms, proverbs, and apocalyptic literature.  
**Prerequisite: HOM 310**

## **HEALTH AND PHYSICAL WELLNESS (HPW)**

**HPW 121      Varsity Athletics/Women's Volleyball      1 hour**  
 This course is designed for experienced female volleyball players with an emphasis on team participation and sportsmanship in intercollegiate competition. This course may be repeated for credit.

**HPW 141      Varsity Athletics/Women's Basketball      1 hour**  
 This course is designed for experienced female basketball players with an emphasis on team participation and sportsmanship in intercollegiate competition. This course may be repeated for credit.

**HPW 142      Varsity Athletics/Men's Basketball      1 hour**  
 This course is designed for experienced male basketball players with an emphasis on team participation and sportsmanship in intercollegiate competition. This course may be repeated for credit.

**HPW 171      Varsity Athletics/Women's Soccer      1 hour**  
 This course is designed for experienced female soccer players with an emphasis on team participation and sportsmanship in intercollegiate competition. This course may be repeated for credit.

**HPW 172 Varsity Athletics/Men's Soccer 1 hour**

This course is designed for experienced male soccer players with an emphasis on team participation and sportsmanship in intercollegiate competition. This course may be repeated for credit.

**HPW 191 Varsity Athletics/Women's Cross Country 1 hour**

This course is designed for experienced female cross country runners with an emphasis on team participation and sportsmanship in intercollegiate competition. This course may be repeated for credit.

**HPW 192 Varsity Athletics/Men's Cross Country 1 hour**

This course is designed for experienced male cross-country runners with an emphasis on team participation and sportsmanship in intercollegiate competition. This course may be repeated for credit.

**HUMANITIES (HUM)****HUM 110 Photography 3 hours**

In this course students will become familiar with the technical methods of photographic imagery, while exploring aesthetic issues and meaning of photographic art. Students will demonstrate their learning through the production of a photographic portfolio, critiques, self-assessment, and reflective thinking. The goal will be the composition of good photos through the study of the Elements of Art and the Principles of Design. Students will be introduced to the principles of photojournalism through news-gathering assignments.

**INTERCULTURAL STUDIES (ICS)****ICS 310 General Phonetics 3 hours**

This course emphasizes the description and classification of speech sounds according to point and manner or articulation. It will include transcription in the International Phonetic Association alphabet and study in the sounds of languages which could be encountered in cross-cultural situations. Cross-listed as COM 310.

**ICS 320 Intercultural Communication 3 hours**

This course is the study of the dynamic interaction of communication and culture and the process of inducing change in the intercultural settings. Cross-listed as COM 320.

**Prerequisites: COM 120 or COM 214, SAN 220**

**ICS 410 Philosophy of Missions 3 hours**

This course is designed to develop and solidify a student's global framework for intercultural ministry. Students will identify and assess their values, vision, and strategy for effective missions. The course will walk students through core competencies needed before crossing culture and equip them with skills in each of these areas.

**Prerequisite: ICS 320**

**ICS 420 Spiritual Warfare 3 hours**

This course is the study of the principles of biblical spiritual warfare using a kingdom construct. It will also discuss spiritual authority, dynamics of possession and oppression, and how to equip others to engage in this spiritual battle. Students will explore and develop a personal philosophy on spiritual warfare within their area of study.

**Recommended: Junior Status**

**ICS 440 Intercultural Studies Practicum****3 Hours**

In this course, students work with an existing missions organization in an intercultural context, learning how to implement their mission, values, vision, and strategy. The practicum provides a hands-on experience, complementing a student's theoretical knowledge, moving learned concepts into practice.

**LANGUAGES (LAN)****LAN 221 Elementary Greek I****4 hours**

This course is an introduction to New Testament Greek emphasizing inflection and syntax.

**Recommended: COM 111, COM 112**

**LAN 222 Elementary Greek II****4 hours**

This course is a continuation of LAN 221 and includes work in translating.

**Prerequisite: LAN 221**

**LAN 321 Intermediate Greek I****3 hours**

This course is a study of vocabulary development and Greek syntax for reading and exegesis in the New Testament with emphasis on increased vocabulary development and reading different types of New Testament Greek literature, analysis of syntax, and principle of exegesis.

**Prerequisite: LAN 222**

**LAN 322 Intermediate Greek II****3 hours**

This course is a continuation of LAN 321 with an introduction to paleography (biblical manuscripts), textual criticism, rhetorical analysis, and readings in classical Greek.

**Prerequisite: LAN 321**

**LAN 421 Advanced Greek I****3 hours**

This course is an in-depth study of exegetical methods, procedures, and other issues in the Greek New Testament encountered in reading selected Greek texts with emphasis on the role of Greek exegesis in addressing problems of interpretation. This course may be used as a BIB 400+ requirement.

**Prerequisite: LAN 322**

**LAN 422 Advanced Greek II****3 hours**

This course is an in-depth study of exegetical methods, procedures, and other issues in the Greek New Testament with emphasis on the epistles or later New Testament writings. This course may be used as a BIB 400+ requirement.

**Prerequisite: LAN 421, or permission of instructor**

**LITERATURE (LIT)****LIT 210 American Literature****3 hours**

This course will introduce students who are not majoring in English to several genres of important works of American literature, works that deal with issues of faith in an increasingly secular world. Students will study works of drama, fiction, and non-fiction for several reasons: to become familiar with important works of American literature; to gain practice in college-level analytical skills; to discover works that might become personally meaningful to students after the course is over; and to explore works of discourse that can lead to a deepened, enriched faith.

**Prerequisite: COM 111**

**Recommended: COM 112**

**LIT 220 English Literature****3 hours**

This course will introduce students who are not majoring in English to several genres of important works of British literature. Students will study works that will focus on theological and ethical ideas and their relevance for today.

**Prerequisite: COM 111****Recommended: COM 112****LIT 230 Bible as Literature****3 hours**

This course is an introduction to the variety of rhetorical and literary strategies appearing in the Bible. Students will read selected texts from the Old and New Testaments to study modes of discourse appearing throughout scripture.

**Prerequisite: COM 111****Recommended: COM 112****LIT 240 Script and Screen: Engaging Literature and Film****3 hours**

This discussion-based course is designed to help us think theologically about the cultural texts and contexts we engage as followers of Jesus. Students will read a variety of literary works, including novels, drama, and biblical literature. Alongside these literary works, students will experience the variety of ways in which these texts are adapted to the screen. The goal of this course is to foster the sorts of cultural competencies which will help us to faithfully engage various cultural texts and contexts as thoughtful and faithful ministers of the gospel.

**Prerequisite: COM 111****Recommended: COM 112****LIT 335 Literature of C. S. Lewis****3 hours**

This course will explore the life of and literature produced by C.S. Lewis in order to gain perception into his theology, the various genre in which he wrote, and the principles that make his writings meaningful nearly 40 years after his death.

**Prerequisite: COM 111****Recommended: COM 112, Junior Status****LIT 336 Modern Masters of Christian Literature****3 hours**

This course provides discussion of the relevance of contemporary literature from a Christian viewpoint which will include George McDonald, Fyodor Dostoyevsky, C.S. Lewis, Dietrich Bonhoeffer, and the devotional masters.

**Prerequisite: COM 111****Recommended: COM 112, Junior Status****LEADERSHIP (LSP)****LSP 101 Biblical Foundations of Leadership**  **Thunder Online Course** **3 hours**

This course is an introduction to developing the self as a leader based on understanding biblical principles, implementing spiritual practices, and appreciating each person's uniqueness and giftedness.

**LSP 201 Group Dynamics in Leadership**  **Thunder Online Course** **3 hours**

This is the second course in the Leadership Core, a continuation of LSP 101 Biblical Foundations of Leadership. Emphasis is on developing the leader in group situations, providing understanding of purpose, roles, interpersonal relations, organizational behavior, and spiritual community.

**Prerequisites: LSP 101, Sophomore Status**

**LSP 301 Leadership Theories** ⚡ **Thunder Online Course** ⚡ **3 hours**  
 This is the third course in the Leadership Core, a continuation of LSP 201 Group Dynamics in Leadership. Leadership emphases are on the theories, critiques, and conflict resolution. Application will include case studies and project interaction.

**Prerequisites: LSP 201, Junior Status**

**LSP 401 Leadership Administration** ⚡ **Thunder Online Course** ⚡ **3 hours**  
 This course is the fourth and final course in the Leadership Core. Emphasis is placed on strategic planning. Attention is given to identifying organizational culture, managing change, and developing and managing teams.

**Prerequisites: LSP 301, Senior Status**

## MANAGEMENT (MGT)

**MGT 110 Basic Leadership Principles** ⚡ **Thunder Online Course** ⚡ **3 hours**  
 This course is an introduction to developing personal and career goals, setting of priorities within these goals, and building a positive self-concept. This process will allow the goals and priorities to be realized.

**MGT 210 Introduction to Management & Ethics** ⚡ **Thunder Online Course** ⚡ **3 hours**  
 This course is a study of planning, organizing, staffing, leading, and controlling/evaluating with the presentation of principles for application to both for-profit and not-for-profit organizations. This is in coordination with an introduction to ethics and the concepts of effective oral and written communication with emphasis on functioning in small groups and organizational settings as well as interpersonal communication.

**MGT 310 Economics for Managers** ⚡ **Thunder Online Course** ⚡ **3 hours**  
 This course is a study of the role of prices and markets in the modern free enterprise economy with an emphasis on economic tools needed to better understand economic policy debates and make better choices as a manager or supervisor.

**MGT 320 Accounting for Managers** ⚡ **Thunder Online Course** ⚡ **3 hours**  
 This course is a study of acquisition, analysis, and reporting of financial information in organizations with special attention given to planning and controlling responsibilities of practicing managers. Individuals gain confidence in their ability to interpret and use financial information for effective decision-making.

**MGT 330 Introduction to Marketing** ⚡ **Thunder Online Course** ⚡ **3 hours**  
 This course is a general study of marketing principles which lead to the development of marketing strategy. A review of environmental influences and key analytical tools used in formulating marketing plans. Product or service design, distribution, pricing, promotional programs, and the discussion of international marketing issues.

**MGT 340 Managerial Finance** ⚡ **Thunder Online Course** ⚡ **3 hours**  
 This course introduces the student to the essential elements of finance for business. Emphasis is placed on financial management, financial markets, and the tools, techniques, and methodologies used in making financial decisions. Topics include: Financial planning, working capital management, capital budgeting, long term financing, and international finance.

**Prerequisites: MGT 310, MGT 320**

**MGT 410 International Issues in Business Thunder Online Course 3 hours**

This course is a study of world trade and of the problems and issues faced by a business when it goes into the international market. Included is the study of cultural impacts, monetary exchange complications, and the problems faced by multinationals related with dealing in foreign legal and social environments.

**Prerequisites: MGT 210, MGT 310**

**MGT 420 Organizational Behavior and Change 3 hours**

This course is a study of individual and group behavior in organizations through detailed coverage of the functions of management, individual differences/diversity, leadership, motivation, decision making, organizational design, and organizational change and development. Emphasis is placed on how an understanding of organizational behavior leads to effective management practice.

**Prerequisite: MGT 210**

**MGT 430 Case Studies in Management Ethics 3 hours**

This course focuses on reading, discussion and development of papers pertaining to relevant case studies involving personal and organizational ethical issues and problems applied to actual situations.

**MGT 440 Business Strategies, capstone course 3 hours**

This course applies the understanding of strategic management and business policy formulation and implementation. Students will utilize knowledge from all functional areas of business to formulate business strategy and implementation plans through case analysis (may include simulation).

**Prerequisites: MGT 430**

**MGT 450 Human Resource Management 3 hours**

An introduction to the organization of human resources in business organizations. This course presents human resource issues in a manner relevant to all students and emphasizes practical applications for managers and supervisors in various organizations. Topics covered include the following: human resource environments, securing human resources, rewarding and developing human resources, and evaluating the human resource function.

**MGT 460 Management Practicum 3 hours**

The Management Practicum is a culminating experiential course designed to integrate theoretical knowledge with real-world managerial practice. This course is a requirement for undergraduate management degree candidates. It provides students with the opportunity to work in real business environments, applying the principles, skills, and strategies learned throughout their academic journey. By engaging in hands-on projects, students will gain practical experience in strategic management, project management, organizational leadership, and problem-solving.

**Required: Junior Status**

**MATH (MAT)****MAT 100 College Algebra 3 hours**

This course is a study of the fundamental laws, exponents, linear and quadratic equations, inequalities, systems of equations, graphing, polynomials and polynomial equations, logarithms, complex numbers, binomial series, and other topics.

**MINISTRIES (MIN)****MIN 110 The Jesus Life 3 hours**

This course is an introduction to living as a follower of Jesus. Students will understand what it means to be a follower of Jesus today and why this kind of life is the ultimate life. An emphasis is placed on being a “disciple of Jesus” and learning how to grow in that relationship.

**MIN 220 Introduction to Teaching and Preaching 3 hours**

This course is an overview of the teaching and preaching ministry of the church. Attention is given to developing lessons and sermons based on sound exegesis of Scripture, with an emphasis on the theological and philosophical basis for teaching and preaching.

**Prerequisites: COM 120, BIB 220**

**MIN 310 Disciple Making 3 hours**

This course will explore the theory of disciple making. Students will develop a philosophy of disciple making leading to strategies that include building believers, equipping workers and leaders, and bringing the gospel to people who are outside of the church. Students will explore strategies for developing disciples both individually and corporately with the larger context of the church.

**MIN 340 Principles of Christian Worship 3 hours**

This course involves study of the theology and practice of worship. A broad range of worship practices are examined and experienced so that the student can establish an informed foundation for worship practices.

**Prerequisite: BIB 220**

**MIN 350 Orientation to Directed Field Experience CR/NC**

Orientation to Directed Filed Experience is a designed learning experience that prepares students for their directed field experience in their area of emphasis.

**Prerequisite: Junior Status**

**MIN 410 Leadership 3 hours**

This course will train students to lead others effectively from a biblical framework so that they can impact others in their chosen profession. **Lab Fee: \$25.00**

**Prerequisite: Senior Status**

**MIN 430 Pastoral Care and Counseling 3 hours**

This course presents an understanding of issues a person may encounter as a leader in any pastoral role. The theological basis for care and counseling will provide the foundation for discussing counseling issues, ethics, intervention techniques, and skills. Each student will participate in at least one practice session as a counselor and counselee.

**Prerequisite: Junior Status**

**MIN 451 Directed Field Experience (D.F.E.) CR/NC**

This course is a 400-hour internship in the student’s primary emphasis where the student works alongside a field supervisor. The professor, student and field supervisor design learning situations that are important to developing competence in ministry. MIN 451 is usually taken during the summer between the student’s junior and senior year but may also be taken during the school year, thus extending over a longer period of time. For students taking MIN 471 and MIN 472 (the Residency program), the Directed Field Experience is included in the residency.

**Prerequisites: MIN 350, THE 341, 75 credit hours, emphasis professor’s approval**

**MIN 452 Directed Field Experience 2 (D.F.E. 2) 3 hours**  
 This course is 360-hour internship and is a continuation of MIN 451. Like MIN 451, the professor, field supervisor, and student design learning situations that are important to developing competence in ministry. MIN 452 is usually taken immediately following MIN 451.

**Prerequisite: MIN 350, MIN 451**

**MIN 453 Directed Field Experience 3 (D.F.E. 3) 3 hours**  
 This course is a 360-hour internship and is a continuation of MIN 452. Like MIN 451 and MIN 452, the professor, field supervisor, and student design learning situations that are important to developing competence in ministry. MIN 453 is usually taken immediately following MIN 452.

**Prerequisite: MIN 350, MIN 451, MIN 452, emphasis professor's approval**

**MIN 460 Ministry Conference 1 or 3 hours**  
 Attendance at an approved conference can receive credit when approval is given by the student's advisor and, if a Christian Ministry major, by the student's emphasis head. Reflection papers and book report, as designed by emphasis head, are required.

**Prerequisite: approval of advisor and/or Christian Ministry emphasis head**

**MIN 471 Ministry Residency 1 15 hours**  
 This course is a first semester on location learning ministry through both classroom and on-the-job training with supervisory staff; students will select ministry focus to include in the residency. In addition to the tuition for the course, a site-specific residency fee will be charged.

**Prerequisite: approval of Christian Ministry emphasis head**

**MIN 472 Ministry Residency 2 15 hours**  
 This course is a second semester on location learning ministry through both classroom and on-the-job training with supervisory staff; students will select ministry focus to include in the residency. In addition to the tuition for the course, a site-specific residency fee will be charged.

**Prerequisite: approval of Christian Ministry emphasis head**

## **MUSIC (MUS)**

**MUS 105 Music Appreciation 3 hours**  
 This course is a study of music in culture, focusing on the western musical tradition with discussion of the place of music in our culture, the style and types of music from other cultures, the history of music in the western tradition, and the role of music as art in culture.

**MUS 150 Introduction to Music Technology 3 hours**  
 This course introduces a basic understanding of computer functions and sound systems essential for worship ministers by focusing on three main areas (a) music printing/publishing software; (b) sound systems; and (c) presentation software.

**MUS 220 Beginning Piano 1 hour**  
 This course gives students basic piano (keyboard) skills, with particular emphasis on note reading and chord formation.

**MUS 221 Intermediate Piano 1 hour**

This course presents basic keyboard (piano) concepts which will be necessary for anyone seeking a position in worship ministry.

**Prerequisite: MUS 220 or instructor permission**

**MUS 222      Advanced Piano      1 hour**

This course provides group instruction in piano for students who have demonstrated a degree of skill at the instrument. The course covers topics of interest to worship pianists and presents concepts relevant to both traditional and contemporary worship settings.

**Prerequisite: MUS 221 or instructor permission**

**MUS 230      Beginning Guitar      1 hour**

This course is designed for students without experience on guitar including basic chords, finger picking, strums, and basic patterns for the leading of music in a church setting.

**MUS 231      Intermediate Guitar      1 hour**

This course is a continuation of MUS 230 Beginning Guitar providing group instruction which allows the student to gain further knowledge and experience in guitar playing.

**Prerequisite: MUS 230 or instructor permission**

**MUS 232      Advanced Guitar      1 hour**

This course provides group instruction in guitar for students who have demonstrated a degree of skill at the instrument. The course covers topics of interest to worship guitar players and presents concepts relevant to both traditional and contemporary worship settings.

**Prerequisite: MUS 231 or instructor permission**

**MUS 240      Beginning Voice      1 hour**

This course provides group instruction which allows the student to gain experience in correct vocal production and development with an emphasis on worship.

**MUS 241      Intermediate Voice      1 hour**

This course is a continuation of MUS 240 Beginning Voice, providing group instruction which allows the student to gain further knowledge and experience in vocal production and development, an emphasis on leading corporate worship.

**Prerequisite: MUS 240 or instructor permission**

**ORIENTATION (ORN)**

**ORN 010      Study Seminar      1 hour**

This course provides study tips, assignments, and accountability to equip the student for academic success.

**ORN 050      Money, Mistakes and Tomorrow      0 hour**

This course introduces personal financial responsibility. Students will engage in foundational thought processes for stewardship and behaviors that challenge their spiritual and interpersonal status quo. This course will be graded Credit/No Credit with a minimum threshold of 70% points earned for credit to be awarded.

**ORN 090      Introduction to MCC Life      0 hour**

This course is an introduction to the components necessary to be a successful Manhattan Christian College student. This course prepares new students to meet the spiritual, academic, and campus life expectations at MCC. Required of all new students in their first semester. This course will be graded Credit/No Credit with a

minimum threshold of 70% points earned for credit to be awarded.

**ORN 091 Introduction to MCC Life Thunder Online Thunder Online Course 0 hour**

This course is an introduction to the components of a successful Thunder Online student at Manhattan Christian College. This course is designed to prepare new students to meet the spiritual, academic, and online learning expectations at MCC. The course is required of all new Thunder Online students in their first semester. This course will be graded Credit/No Credit with a minimum threshold of 70% points earned for credit to be awarded.

**PASTORAL (PAS)**

**PAS 310 Applied Ministry Lab 3 hours**

This course focuses on how to carry out common ministry tasks and events that take place in most churches, such as baptisms, funerals, weddings, hospital ministry, staff meetings, small groups, baby dedication, finances, and advertising.

**PHILOSOPHY (PHL)**

**PHL 110 Introduction to Philosophy 3 hours**

An introductory examination of such central philosophical problems as religious belief, the mind and body, morality, and the nature and kinds of human knowledge.

**PHL 131 Effective Thinking 3 hours**

This course is a basic introduction to logical thinking and the principles of inductive and deductive reasoning.

**PHL 231 Introduction to Ethical Theory 3 hours**

This course is an introduction to history of ethical thought with an examination of various ethical systems and the determination of a basic Christian ethic to guide personal conduct and choice.

**PHL 330 Comparative Religions 3 hours**

This course is an introduction to the nature and meaning of religion including a comparative study of the major religions of the world: Islam, Hinduism, Buddhism, and Animism. The course takes a look at how each of these religions has developed over time and current and varied practices within each belief system.

**Recommended: Sophomore status**

**PSYCHOLOGY AND COUNSELING (PSY)**

**PSY 110 General Psychology 3 hours**

This course is an overview of the study of psychology. Students will explore the dynamic nature of human behavior, development, and mental processes. Students will become familiar with the major sub-disciplines in the field of psychology and will engage in critical thinking related to psychological research.

**PSY 120 Human Growth & Development 3 hours**

This course presents a study of human growth and development from the prenatal period through late adulthood. Areas of development addressed will include physical, intellectual, social, faith, and personality.

**Recommended: PSY 110**

**PSY 310 Educational Psychology 3 hours**

This course is the study of learning theory with special application to the processes of the formal teaching-learning environment. It is one of the foundational disciplines in education. Consideration will be given to the principles, processes, and practices that research and experience indicate are most pertinent to the development and training of effective teachers. The scope will include personality theory, cognitive growth, learning theory, motivation, and instructional objectives. These factors will be examined with an application to a Christian context of education.

**Prerequisite: PSY 120**

**PSY 320 Crisis Intervention 3 hours**

This course prepares students in providing care for others who are dealing with crisis and trauma related situations. The focus of this course is on understanding and applying crisis intervention techniques. Students will explore the effects of trauma on daily functioning.

**Recommended: PSY 110 General Psychology**

**PSY 330 Abnormal Psychology 3 hours**

This course is designed to provide students with a solid foundation for understanding psychopathology using the field's most current conceptualizations of abnormal behavior and mental disorders. In addition, this course is designed to enhance students' overall education in psychology through a better understanding of a variety of psychological illnesses.

**Prerequisite: PSY 110**

**PSY 340 Principles of Counseling 3 hours**

This course presents the framework of and methods utilized within major counseling theories. Attention is given to those theories which have been widely applied throughout the history of counseling in addition to contemporary theories and techniques.

**Prerequisite: PSY 110**

**PSY 443 Lab Experiences in Counseling 3 hours**

This course provides a supervised, controlled environment in which the student can develop and practice specific counseling skills. It is designed to be taken in conjunction with Advanced Counseling Techniques. The majority of time in class is spent practicing specific interviewing skills within the context of role plays.

**Required: Concurrent enrollment in PSY 444**

**Recommended: PSY 340, Senior Status**

**PSY 444 Advanced Counseling Techniques 3 hours**

This course is a study of advanced concepts, theories, skills and procedures of effective counseling including types of counseling situations, and the assessment of appropriate counseling styles and techniques through examination of case studies. Issues and concerns unique to the students' counseling experience will be discussed. The development of a sound biblical theology of counseling will be addressed. This course is designed to be taken in conjunction with Lab Experiences in Counseling.

**Required: Concurrent enrollment in PSY 443**

**Recommended: PSY 340, Senior Status**

**SOCIOLOGY AND ANTHROPOLOGY (SAN)****SAN 210 Introduction to Sociology****3 hours**

This course is an introduction to the basic tools and techniques of sociology; the theories, concepts, and methods used to analyze the social world with special reference to their significance in studying worldviews, including Biblical Christianity.

**SAN 220 Introduction to Cultural Anthropology****3 hours**

This course is an introduction to the study of human culture including the concepts, theories, and methods used in the comparative study of socio-cultural systems; subjects include subsistence patterns, social and political organization, language and communication, family and kinship, religion, the arts, social inequality, ethnicity, gender, and culture change, especially as they relate to contemporary issues.

**SCIENCE (SCI)****SCI 131 Introduction to Earth Science**  **Thunder Online Course** **3 hours**

This course is a study of earth science including physical and historical geology, meteorology, and descriptive astronomy; the economic, social and philosophic aspects of the subject matter.

**SCI 132 Earth Science Lab**  **Thunder Online Course** **1 hour**

This course is a laboratory comprised of learning activities and application exercises related to earth sciences.

**SCI 200 Physical Geography****3 hours**

This course is an introduction to physical geography by emphasizing interrelationships between the atmosphere, water, landforms, vegetation, soils, and man. The course creates an awareness of man's responsibility towards the environment by examining and evaluating man's impact upon the environment.

**SCI 201 Physical Geography Lab****1 hour**

This course is a laboratory comprised of learning activities and application exercises related to physical geography.

**SCI 210 Personal Wellness and Exercise Science****3 hours**

This science course is an introduction to systematic methods, knowledge and skills pertaining to health and wellness. Topics include but are not limited to wellness and lifestyle management, basic principles and components of physical fitness, nutrition, weight management, behavior modification, sexually transmitted diseases, substance use and abuse, and chronic diseases.

**SCI 211 Personal Wellness and Exercise Science Lab****1 hour**

A laboratory course designed to investigate and apply basic concepts and principles of physical fitness and other health related factors. Emphasis is placed on fitness testing and physiological responses to fitness principles.

**Lab Fee: \$75.00 for CPR Certification**

**SOCIAL JUSTICE (SJU)****SJU 320 History of Social Justice****3 hours**

This course is a critical exploration of historical social justice movements to the present, revealing successes and failures in terms of the biblical mandate.

**Prerequisite: THE 343**

**SJU 440 Social Justice Practicum****3 hours**

In this course, students work with an existing social justice ministry learning how to implement their mission, values, vision, and strategy.

**Prerequisites: THE 343, SJU 320, THE 435**

**SPIRITUAL FORMATION (SFM)****SFM 320 Children's Spirituality****3 hours**

This course emphasizes the need to understand the spiritual experiences of children, assists students in helping children develop a relationship with God, and exposes students to various methods of nurturing children in the Christian faith from birth through elementary years.

**Recommended: MIN 220, PSY 120**

**SFM 330 Small Group Ministry**  **Thunder Online Course** **3 hours**

This course emphasizes participation in and facilitation of small group experiences in a variety of church or parachurch settings. Focus is placed on oversight of small group ministry in the church. Special attention is given to the needs of adults in the small group format.

**Prerequisites: LSP 201, MIN 220**

**SFM 410 Spiritual Disciplines and Retreats****3 hours**

This course is an advanced study of disciplines and prayer practices for individual and group use. This course takes places in a retreat format allowing students to develop skills in facilitating spiritual retreats while experiencing a variety of spiritual disciplines. Students will learn how to teach the disciplines to others as a means to spiritual transformation. There is a lab fee with the course.

**Recommended: MIN 220**

**SFM 440 Spiritual Mentoring & Soul Care****3 hours**

This course is an introduction to ministry of healing, reconciliation, sustaining, and guidance. Students will explore the principles of spiritual direction. The course emphasizes one-to-one and small group discipleship and mentoring. Students will also develop spiritual formation plans for different faith stages.

**Recommended: Sophomore Status**

**STATISTICS (STA)****STA 210 Business Statistics**  **Thunder Online Course** **3 hours**

This course is designed to give the basic tools of collecting, analyzing, presenting, and interpreting data in a business setting, thus helping managers make decisions based on what will happen in relationship to demand, costs, and profits.

**STA 310 Elementary Statistics****3 hours**

This course is a basic first course in probability and statistics with textbook examples and problems aimed toward the social sciences and humanities. Frequency distributions, averages, measures of variation, probability, confidence intervals; tests of significance appropriate to binomial, multinomial, and normal sampling; simple

regression and correlation. **Recommended: MAT 100**

## **THEOLOGY (THE)**

**THE 341 Christian Theology 3 hours**

This course is a study of key concepts of the Christian faith through the lens of grand narrative theology.

**THE 342 Practical Theology 3 hours**

This course builds on the grand narrative theology of THE 341 Christian Theology by focusing on the practical application of Christian theology for the individual Christian and in the life of the church.

**Prerequisite: THE 341**

**THE 343 Theology of Social Justice 3 hours**

This course examines the biblical mandate for justice from the law and the prophets through the gospels. Special attention is given to examining the historical and theological circumstances surrounding the preaching of the prophets, including Jesus.

**Prerequisite: THE 341**

**THE 345 Movements in Christian Spirituality 3 hours**

This course is an introduction to the history, theology, and practice of Christian Spirituality. Students are exposed to classical and contemporary literature. Students will analyze the variety of men and women who have shaped Christian Spirituality throughout the ages. An emphasis will be placed on examining the diverse theological and practical approaches to loving God and neighbor.

**Prerequisite: THE 341**

**THE 425 Theology and Creative Practice 3 hours**

This course is an examination and exploration of the biblical, theological, and cultural issues surrounding creativity, humanity, and ecclesial practice. Focused attention is given to developing a theological framework for humanity's mandate as created beings, participating in God's creative action as worship, personal and communal creative growth through innovation and practice, and engaging community through creative expression, communication, and the arts.

**Prerequisites: THE 341, THE 342**

**THE 430 Christian Theology Through the Centuries 3 hours**

This course is a historical survey of Christian theology beginning with the first Christian theological writing (New Testament) through contemporary theologies. The course includes an analysis of the development and articulation of major Christian doctrines. In addition to the examination of Protestant theological traditions, the theological systems of both Eastern Orthodoxy and Roman Catholicism will be studied. Special emphasis will be placed on relating theological concepts to Christian life and experience.

**Prerequisites: THE 341, THE 342, or permission of instructor**

**THE 435 Christian Ethics 3 hours**

This course is an exploration of the discipline of Christian ethics. Focused attention is given to practical application of biblical theology to contemporary cultural issues and ethical formation through participation in the church.

**Prerequisites for On-Campus Students: THE 341, THE 342, or permission of instructor**

**Prerequisites for Thunder Online Students: THE 341 or permission of instructor**

**THE 440 Biblical Theology of Worship 3 hours**

This course is a systematic study of biblical worship principles, themes, vocabulary, and events.

**Prerequisites: THE 341, THE 342****THE 442 Theology of the Holy Spirit****3 hours**

This course is an examination of the biblical, historical, theological, and cultural issues that have contributed to the Church's past and present understandings of the Holy Spirit. Special attention is given to contemporary theological views concerning the Spirit's work among Christians today.

**Prerequisite: THE 341****THE 499 Senior Research Capstone****3 hours**

This course is a culmination of the Biblical and Theological Studies major. In consultation with the Bible and Theology professors, the student will develop a research topic, proficiency in sound research methodology, master the mechanics of handling sources and citing properly, and write a substantial research paper. Due to the nature of the research project, the student will work more independently as the semester progresses.

**Prerequisites: THE 341, THE 342, BA in Biblical and Theological Studies, and instructor consent****WORSHIP (WOR)****WOR 011/111 Chapel Leadership****0/1 hour**

The course provides guided, hands-on experience in planning and leading corporate worship services. Students will collaborate across departments to be responsible for all aspects of the school's chapel services.

**Prerequisites: Instructor consent****WOR 312 Worship History****3 hours**

This course is a survey of the development of Christian worship from the beginning of the church to the present day, with special emphasis on baptism, the Lord's Supper, and church music. Attention will be given to recovering traditions that may be useful for enhancing corporate worship in today's culture.

**Prerequisite: MIN 340****WOR 440 Worship Ministry****3 hours**

This course provides an overview of worship ministry organizational and administrative issues, including a study of qualifications, responsibilities, and opportunities of the worship minister. It will cover topics such as: the role of music in the church life; general administration of the church's worship ministry; working with multiple staff; effective ministry with a congregation, worship committee, and church board; ministry transitions; worship education within the church; and planning and leading corporate worship in a variety of settings.

**Prerequisites: MUS 221, MIN 340, Junior Status or permission of the instructor****YOUTH MINISTRY (YMN)****YMN 210 Adolescent Culture****3 hours**

This course examines post-World War II American culture and how it impacted the development of teenagers and ministry programming. Emphasis is placed on current generational characteristics and how to minister to those groups.

**YMN 310 Building a Theology and Philosophy of Youth Ministry****3 hours**

This course focuses on an assessment of theological and philosophical approaches to youth ministry. Practical development in both theological and philosophical ministry positions are discussed and designed within the classroom.

**YMN 410 Current Trends in Youth Ministry**

**3 hours**

This course identifies and evaluates current practices within the discipline of youth ministry and includes attending an off-campus youth ministry conference. The course also challenges students to articulate a biblical response to predominant cultural trends that have direct impact on how youth ministry is practiced.

**Course Lab Fee: \$25 (includes conference, assessment, and workbook)**

**YMN 425 Youth Ministry Management**

**3 hours**

This course studies the management and administrative processes that produce a healthy youth ministry. The course encourages students to process how they will apply practical areas of youth ministry, such as personal care, safety policies, planning, budgeting, recruitment, team building, and weekly programming.

**Prerequisites: YMN 310, Senior Status**

## **Administration and Faculty**

### **Administration**

J. Kevin Ingram, President (2006)

B.A., Manhattan Christian College, 1986; M.A., Johnson Bible College, 2002.

Gregory A. Delort, Ph.D., Vice President for Academic Affairs (2015)

B.A., Lincoln Christian College, 1994; M.A., Lincoln Christian Seminary, 1997; M.S., Kansas State University, 2002; Ph.D., Kansas State University, 2006.

Todd Lhuillier, Vice President for Financial and Administrative Services (2021)

M.B.A., Pittsburg State University, 2008.

Jordan Strom, Vice President, Student Development (2019)

B.S., Manhattan Christian College, 2011; M.S., Kansas State University, 2016.

### **Faculty/Non-Teaching Faculty**

Teri Awbrey, Registrar

B.S., Fort Hays State University, 1990; M.S., University of Kansas, 1999

Dave Cupery, Ph.D. Professor of Intercultural Studies (2016)

B.S., Calvin College, 1992; M.S., Moody Bible Institute, 2001

Ph.D., Johnson University, 2021

Gregory A. Delort, Ph.D., Professor of Counseling (1997)

B.A., Lincoln Christian College, 1994; M.A., Lincoln Christian Seminary, 1997; M.S., Kansas State University, 2002; Ph.D., Kansas State University, 2006.

Dave Henry, DWS, Professor of Bible/Theology (2006)

B.A., Ozark Christian College, 1995; M.A., Lincoln Christian University, 1998; DWS, Robert E. Weber Institute for Worship Studies, 2012.

Jason Johnson, D.Min., Professor of Youth and Family Ministry, 2017; B.A., Ozark Christian College, 1996; M.A., Denver Seminary, 2014. D.Min., Denver Seminary, 2022.

Genilyn McCaffrey, DWS, Professor of Worship Ministry (2006)

B.B.L., Ozark Christian College, 1997; M.Div., Lincoln Christian Seminary, 2006; DWS, Robert E. Weber Institute for Worship Studies, 2012.

Brian Medaris, D.Min., General Studies Department Head (2008)

B.S., Indiana University, 1993; M.A., Lincoln Christian Seminary, 1999; M.Div., Lincoln Christian Seminary, 2003; D.Min., Lincoln Christian Seminary 2013.

Jospeh Mueller, Ph.D., Assistant Professor of Bible/Theology (2020)

B.A., Johnson University, 2007; M.Div., M.A.T., Lincoln Christian University, 2013, 2015; Ph.D. (ABD), Fuller Theological Seminary

Courtney Porter, Assistant Professor & Department Head, Management and Ethics  
BS (2013), MA (2017), EdD (ABD, expected 2024), Doane University

Collin Schlotfeldt, Assistant Professor of Bible (2022)  
M.A.F.W., Lincoln Christian Seminary, 2020

Jordan Strom, Vice President, Student Development (2019)  
B.S., Manhattan Christian College, 2011; M.S., Kansas State University, 2016.

#### Emeritus Faculty

C. Franklin Karns, Ph.D., Professor Emeritus of Communication and Philosophy (1990)  
A.B., Cincinnati Bible Seminary, 1943; B.A., Ashland College, 1944; M.A. and Ph.D., University of Pittsburgh, 1962, 1964.

Donn A. Leach, D.Theology, Professor Emeritus of Bible (1999)  
A.B., Lincoln Christian College, 1950; B.D., Butler University School of Religion, 1953; M.A., Butler University School of Religion, 1954; D. Theology, Northern Baptist Theological Seminary, 1960.

#### Adjunct Faculty

Teri Awbrey, Science (2019)  
M.S., University of Kansas, 1999.

Ted Dawdy, Mathematics (2025)  
M.S., Emporia State University

Julie Delort, Written and Oral Communication (1998)  
M.A., Lincoln Christian Seminary, 1997.

Melissa S. Ferraro, Psychology (2018)  
M.S.W., Florida State University, 2015.

Allie Hammack, Sociology (2024)  
M.S.W., Florida State University, 2016.

Tim Holgerson, Ph.D., History (2017)  
Ph.D., Kansas State University, 2017.

Art Matheny, Ministry (2022)  
D.Min., Fuller Theological Seminary

Alisha Paddock, Bible (2008)  
M.Div., Emmanuel Christian Seminary, 2007.

Robert Pugh, Management (2010)  
M.B.A., Bellevue University, 1999.

Ron Ratliff, Literature (2006)  
ThM., Dallas Theological Seminary, 1983

M.L.S., Emporia State University, 1993

Jefferson Storms, Literature (2022)  
M.A., Kansas State University, 2022

John Strifler, D.B.A., Management (2015)  
D.B.A., Anderson University, 2018.

Jordan Strom, Varsity Sports (2019)  
M.S., Kansas State University, 2016.

Larry Thompson, Ph.D., Management (2020)

#### Board of Trustees

Angie Bates, Market Leaders, Movement Mortgage  
Olathe, KS

Jeff Creighton, Business Manager, Parker Insurance Agency  
Olathe, KS

Christian Hallberg, Middle School Pastor, Pathway Church  
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Nathan Kells, CEO Circle Bar Heifer Ranch, LLC and Kells Farm Partnership  
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Oklahoma City, OK

Kent Needham, Chairman, President & CEO, First Security Bank  
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Mark Posson, HR Director, Trinity Academy  
Wichita, KS

Pete Smith, Involvement Pastor, Central Christian Church  
St. Joseph, MO

Jason Whyte, Lead Pastor, Oakley Christian Church  
Oakley, KS

Emeritus Members

Harold Sears, Businessman, Retired  
Topeka, KS

## Glossary

**Academic Dismissal:** A student who neglects academic responsibilities may be dismissed on recommendation of the academic dean.

**Academic Probation:** An indication that a student is in academic difficulty which could lead to dismissal from the college.

**Advisor:** A person, usually a college faculty member, who helps students achieve their educational goals by providing guidance on courses, degree programs, policies and procedures, and internships.

**Apply for Admission:** The process of submitting written or electronic application and supporting credentials so that an official determination of eligibility to attend the college can be made.

**Audit:** After paying an audit fee to attend a course regularly without participating in course work and without receiving academic credit.

**Bachelor of Arts Degree: (B.A.)** Generally a four-year program of study in courses selected from a variety of disciplines with an emphasis in a particular field of ministry. A study of the Greek language, or other modern language, is required.

**Bachelor of Science Degree: (B.S.)** Generally a four-year program of study in courses selected from a variety of disciplines with an emphasis in a particular field of ministry. A study of science and mathematics is required.

**Classification:** Level of progress towards a degree with classifications of freshman, sophomore, junior, and senior depending upon the number of semester hours completed.

**Course:** A unit of study a student enrolls in during a semester.

**Credit Hour:** A unit of measurement used in determining the quantity of work taken. Each credit hour is roughly equivalent to one hour of class time per week. For example, a class meeting three hours a week would be a three credit hour class.

**Degree Program:** Courses required for completion of a particular degree.

**Drop/Add:** Changing the student's course schedule by adding and/or dropping a course.

**Dual degree:** Minimally a five-year program of study in which a student earns a bachelor degree from MCC and a bachelor degree from Kansas State University upon confirmation of completion of requirements at both institutions. Note: Recommended MCC degree is B.A. or B.S. in Bible.

**Electives:** Courses chosen by a student that are not required for a major or minor. The number of elective hours varies in degree programs.

**Emphasis:** A 15-hour academic program of study in the Christian Ministry major.

**Enrollment:** The process of selecting courses and arranging a schedule of classes for the semester.

**Grade Point Average: (GPA)** A measure of scholastic performance. A GPA is obtained by dividing the number of grade points by the hours of work attempted. Only work taken at MCC is used to calculate the GPA.

**International Students:** Individuals who are not citizens or permanent residents of the United States.

**Major:** The subject area in which a principal emphasis is placed in an academic program.

**New Freshmen:** High school graduates with no earned college credits since the summer after high school graduation. Students taking college-level work while in high school are considered new freshmen.

**Non-Degree Students:** Students not pursuing a degree from MCC. Non-degree students are limited in the number of hours per semester they may enroll in. Other restrictions may apply. Non-degree students do not qualify for financial assistance.

**Official Test Scores:** ACT, SAT, GED, and TOEFL results that are received directly from the testing service. Personal reports, results marked “student copy” and so on are not official test scores.

**Official Transcript:** An official copy of a student’s permanent academic record. A transcript that is sent directly by mail from the Registrar of a credit-granting institution to MCC is considered official. Transfer credit decisions are only made from official transcripts. Unofficial transcripts, hand-carried documents, and personal grade reports may be used for admission decisions.

**Prerequisite:** A requirement, usually credit in another course, which must be met before a particular course can be taken.

**Provisional Acceptance:** Students who have been admitted to the college under special circumstances. Provisional acceptance is granted for one semester only.

**Readmitted Students:** Any student who has previously been admitted and attended MCC on any campus at any time since high school graduation.

**Registration:** The process of enrollment and paying fees.

**Special Student:** Students who have been admitted on probation.

**Transfer students:** Students who have earned college-level credit after the summer following high school graduation.