



1415 Anderson Avenue
Manhattan, Kansas 66502-4081
PHONE (785) 539-3571
FAX (785) 539-0832
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 2026-2027

Fall Semester 2026

August 24, 2026 – Classes Begin

September 7, 2026 – Labor Day Holiday – No Classes

September 18, 2026 - Last day to drop without a transcript entry

November 2, 2026 - Enrollment begins for Spring 2027 Semester (Returning students)

November 13, 2026 - Last day to withdraw with transcript entry

November 16, 2026 - Graduation Petitions due for December conferral

November 23-27, 2026 – Thanksgiving Break

December 14-17, 2026 – Final Exams

December 18, 2026 – On-Campus Term Ends

Spring Semester 2027

January 18, 2027 – Martin Luther King Jr. Day – Campus Closed

January 19, 2027 – Classes Begin

February 1, 2027 – Graduation Petitions due for May Conferral

February 15, 2027 - Last day to drop without a transcript entry

March 15-19, 2027 – Spring Break

March 26, 2027 – Good Friday Observance – No Classes

April 5, 2027 – Enrollment begins for Fall 2027 (Returning students)

April 16, 2027 - Last day to withdraw with Transcript entry

May 8, 2027 – Commencement

May 10-13, 2027 – Final Exams

May 14, 2027 – On-Campus Term Ends

Manhattan Christian College - Thunder Online (TO) Academic Calendar 2026-2027

Fall Semester 2026

Thunder Online X-term

August 24, 2026 - **TO X-term (8-week) Classes Begin**

August 26, 2026 -last day to fully withdraw and receive 100% refund for X-term

August 25 to August 30 – last week to fully withdraw and receive a 75% refund for X-term

August 26, 2026 - last day to drop without a transcript entry

August 31 to September 6 – last week to fully withdraw and receive a 40% refund for X-term

September 7, 2026, and beyond – 0% refund for Y-term

September 7, 2026 - Labor Day Holiday - No Classes

September 25, 2026 - last day to withdraw with transcript entry

October 18, 2026 - **TO X-term Classes End**

Thunder Online Y-term

October 19, 2026 - **TO Y-term (8-week) Classes Begin**

October 21, 2026 - last day to fully withdraw and receive 100% refund for Y-term

October 20 to October 25 – last week to fully withdraw and receive a 75% refund for Y-term

October 21, 2026 - last day to drop without a transcript entry

October 26 to November 1- last week to fully withdraw and receive 40% refund for Y-term

November 2, 2026 - TO Enrollment begins for Spring 2027 X-term (Returning students)

November 3, 2026, and beyond – 0% refund for Y-term

November 16, 2026 - TO Graduation Petitions due for December conferral

November 20, 2026 - last day to withdraw with transcript entry

November 23-27, 2026 - Thanksgiving Break

December 20, 2026 - **TO Y-term Classes End**

Manhattan Christian College - Thunder Online (TO)

Academic Calendar 2026-2027

Spring Semester 2027

Thunder Online X-term

January 18, 2027 - Martin Luther King Jr. Day - Campus Closed

January 19, 2027 - **TO X-term (8-week) Classes Begin**

January 21, 2027 - last day to fully withdraw and receive 100% refund for X-term

January 20 to January 24 – last week to fully withdraw and receive a 75% refund for X-term

January 21, 2027 - last day to drop without a transcript entry

January 25–31, 2027 - last week to fully withdraw and receive 40% refund for X-term

February 1, 2027 - Graduation Petitions due for May Conferral

February 2, 2027, and beyond – 0% refund for X-term

February 19, 2027 - last day to withdraw with transcript entry

March 14, 2027 - **TO X-term Classes End**

Thunder Online Y-term

March 22, 2027 - **TO Y-term (8-week) Classes Begin**

March 24, 2027 - last day to fully withdraw and receive 100% refund for Y-term

March 23-28, 2027 – last week to fully withdraw and receive 75% refund for Y-term

March 24, 2027 - last day to drop without a transcript entry

March 29 – April 4, 2027 - last week to fully withdraw and receive 40% refund for the Y-term

April 5, 2027 - TO enrollment begins for Fall 2027 (Returning Students)

April 6, 2027, and beyond – 0% refund for Y-term

April 22, 2027 - TO Y-term last day to withdraw with transcript entry

May 8, 2027 - Commencement

May 16, 2027 - **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 _____ Jordan Strom
Vice President for Student Development
- Alumni _____ Collin Schlotfeldt
Director, Alumni Relations
- Athletics _____ Lauren Sanders
Director of Athletics
- Board of Trustees _____ Mark Posson
Chair
- Business and Human Resources _____ Todd Lhuillier
Vice President for Financial and Administrative Services
- Director of Academics and Student Success _____ Allie Hammack
- Financial Aid and Scholarships _____ Jeff Roush
Director, Student Financial Services
- Information Technology _____ Josh Jones
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.mceks.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 NBCAA (National Bible College Athletic Association) National Champions Men's Soccer
- 1992 NBCAA Division I National Champions Women's Volleyball
- 1993 Kenoyer Hall constructed as a women's residence hall
NBCAA 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 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
- 2011 State Highway Signs erected to direct visitors to MCC Campus
- 2014 MCC Mascot changes from Crusaders to the Thunder
- 2015 Free Bible Class begins
- 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
- 2020 COVID-19 Pandemic–All courses transitioned to online-only in March (reopened for Fall)
- 2021 Dr. Rick Wright, Men’s Soccer Coach, Inducted into NCCAA Hall of Fame
Purchase of Anderson Village
- 2023 Management and Ethics Program begins
New Sand Volleyball Court Constructed with Lights
- 2026 NCCAA Division II National Champions–Women’s Volleyball
Preaching and Teaching Lab in Jolliffe Opens

General College Information

Location

Manhattan, Kansas, is a community that provides its 54,000+ residents with world-class cultural and educational opportunities and a wholesome lifestyle 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 the 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 worldview. 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, as well as 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

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

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 credit 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, needs 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. 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) 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 Services

Student Accounts

Student Financial Services supports the financial operations of Manhattan Christian College by providing efficient and professional services to students, faculty, and staff. Services include student account management, billing, and payment options designed to assist students in meeting their financial obligations.

Payment Policy

Students assume responsibility for all costs incurred as a result of enrollment at Manhattan Christian College. Students are responsible for monitoring their account balance, reviewing financial information, and maintaining a current and valid address on file. Tuition statements are available electronically through the student portal, Populi, where students may view account activity and make payments.

Student account balances must be settled by the first-class day of each fall and spring term (including X and Y sessions). Accounts may be satisfied through payment in full, confirmed financial aid covering all charges, or an approved payment plan. All financial aid requirements must be completed and processed before aid can be applied toward outstanding balances or included in a payment plan arrangement.

Students who do not meet these requirements may be denied on-campus move-in, assessed a late fee, and/or have their classes removed. Late fees will not be assessed to students who are current on an approved payment plan. Manhattan Christian College will not release academic records for students with outstanding balances, and registration is not permitted while a financial hold remains on the student account.

Students eligible to receive veterans' educational assistance benefits will be permitted to attend and fully participate in their educational program. Manhattan Christian College will not impose penalties—including late fees, denial of access to classes or campus facilities, or requirements to borrow additional funds—due to delays in the disbursement of VA Chapter 31 or Chapter 33 benefits.

Manhattan Christian College will work with students and families to resolve outstanding balances in a timely manner. If a balance remains unpaid, the College may pursue collection efforts in accordance with its established collection policies.

Tuition and Fees

Tuition is the primary source of funding for instruction and the general operation of Manhattan Christian College. In addition to tuition, various fees are assessed to cover specific services and administrative functions. Upon registration, students are considered officially enrolled and financially responsible for all tuition and associated charges unless an official cancellation is completed.

Tuition and fees are assessed at the time of registration and are due by the first day of each semester. Students who are unable to pay in full at the time charges are assessed may utilize available resources such as financial aid, veterans' educational benefits, and approved payment plans to meet their financial obligations.

2026-2027 Tuition and Fee Schedule

Full-time tuition (12–18 credit hours)	\$9,431 per semester / \$18,883 per year
Part-time (degree, 1–11 credit hours)	\$785 per credit hour
Over 18 credit hours	\$785 per credit hour
Thunder Online tuition	\$495 per credit hour
Part-time (non-degree, 1–6 credit hours)	\$330 per credit hour
Audit (not for credit)	\$200 per course
High school credit classes	\$150 per course
Housing & Dining (10 meals per week)	\$5,024 per semester / \$10,047 per year
Housing & Dining (15 meals per week)	\$5,559 per semester / \$11,117 per year
Housing Security Deposit	\$150
Application Fee (due with application)	\$25
Enrollment Fee	\$100
Late Enrollment Fee	\$125
Graduation Fee	\$50
Transcript Fee	\$15
Logos Bible Software	\$325
Logos Bible Subscription	\$50 annually

Parking Permit	\$70 per year
Thunder Recourse Fee (Traditional & Non-Degree students)	\$450 per semester
Technology Fee (Thunder Online students)	\$10 per credit
Acadeum Fee	\$50 per course

Payments

- **Online:** A student may pay online through their Populi student portal account
- **By mail:** Mail a check to the address below. Please note the student's name on the memo line
 Manhattan Christian College
 ATTN: Student Financial Services
 1415 Anderson Avenue
 Manhattan, Kansas 66502
- **In person:** Only payments by cash or check are accepted at Student Financial Services located in J. Donald Coffin Memorial Hall

Late Payment

If balances are not resolved by the due date, either by payment or other arrangement \$35 late fees will be applied any outstanding balances.

If a student is receiving military tuition assistance of any kind, they must notify Financial Aid Office, VA Liaison, and the Student Financial Service before the tuition due date of the semester in which the tuition assistance will be utilized. Manhattan Christian College will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities, or the requirement that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet their financial obligations to the institution due to the delayed disbursement of a payment by the Department of Veterans Affairs. The student is responsible for completing all necessary paperwork with the military to ensure the funds are received in a timely manner within the given semester.

Insufficient Funds or Returned Check

If a payment is returned due to insufficient funds or other banking issues, a \$35 returned check fee will be applied to the student's account. The student remains responsible for the original balance as well as any applicable fees.

- Within the third week 50%
- Within the fourth week 25%
- Beyond the fourth week 0%

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 third day of class 100%
- Day 4, 5 6, and 7 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 to Title IV Policy

Students are awarded financial aid with the expectation that they will complete the entire academic term. When a student withdraws from Manhattan Christian College prior to the end of a term, institutional charges and financial aid may be adjusted in accordance with federal regulations and College policy.

Federal regulations require the use of the Return of Title IV Funds formula for all students receiving federal financial aid. This includes Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOG), Federal Direct Loans (Subsidized and Unsubsidized), and Federal Direct Parent PLUS Loans.

Adjustments are based on the student's last date of class attendance and are calculated in accordance with Department of Education regulations. The percentage of the term completed determines the percentage of aid earned. Students are considered to have earned 100% of their federal aid after completing 60% of the academic term. Students who withdraw prior to this point may be required to return a portion of their financial aid.

State aid (Kansas-based programs) is adjusted at a rate consistent with federal calculations. Institutional aid is adjusted at the same rate as tuition charges. If no tuition adjustment is required, no adjustment will be made to institutional scholarships for that term. Aid from outside sources is generally retained in full unless otherwise required by the issuing agency.

If a student has not earned all federal aid received at the time of withdrawal, funds are returned in the following order:

1. Federal Direct Unsubsidized Loans
2. Federal Direct Subsidized Loans

3. Federal Direct PLUS Loans
4. Federal Pell Grant
5. Federal Supplemental Educational Opportunity Grant (FSEOG)
6. Other Title IV aid programs (if applicable)

Manhattan Christian College's tuition refund policy is separate from the federal Return of Title IV calculation. As a result, a student may still owe a balance to Manhattan Christian College after federal aid adjustments are completed.

Refunds and repayment calculations are based on the student's official withdrawal date. In cases of unofficial withdrawal, the withdrawal date is determined as the midpoint of the term or the last documented date of attendance, whichever is later.

Students are strongly encouraged to consult with Student Financial Services prior to withdrawal to fully understand the financial impact.

Return of Unearned Military Assistance Funds

Manhattan Christian College returns any unearned Military Tuition Assistance funds directly to the appropriate military service branch in accordance with applicable regulations. In cases where a service member withdraws due to military service obligations, the College will work with the student to identify alternative solutions intended to minimize or eliminate student debt resulting from the return of funds.

Student Financial Aid

Manhattan Christian College is committed to making a quality Christian education accessible by offering a wide range of financial assistance to degree-seeking, undergraduate students through the Financial Aid Office. The College administers federal and state aid programs and also invests a significant amount of its own resources to help students who may not otherwise be able to afford college.

We understand that pursuing a college education is a significant commitment for both students and their families. Based on eligibility, financial aid packages may include a combination of grants, scholarships, student employment, and loans to help make attendance more manageable.

Application for Aid

Application for aid involves the following steps:

- Admission
- Federal Application
- Financial Aid Award

- Annual
Renewal

Admission

Manhattan Christian College utilizes a rolling admissions process. Students are considered for financial aid after they have been admitted to the College, with official eligibility determined upon acceptance.

Federal Application

The Free Application for Federal Student Aid (FAFSA) is the required application for students to be considered for federal aid and some state aid programs. Students must submit a FAFSA each year to maintain eligibility. The FAFSA opens on October 1 prior to the start of the academic year for which aid is being requested.

Financial Aid Award

The Financial Aid Office uses information from the submitted FAFSA to determine each student's federal financial aid eligibility. All families who wish to be considered for financial aid are encouraged to submit a FAFSA.

Once a student has been admitted and the College has reviewed the FAFSA results, an official financial aid offer will be prepared. Students will be notified of their award electronically through the student portal, Populi. Within Populi, students may accept or decline individual aid components by the deadline provided in the offer notification.

Annual Renewal

Current students must submit a FAFSA each year to be considered for continued financial aid. Manhattan Christian College will attempt to maintain a student's aid package through the completion of a four-year undergraduate degree, provided that:

- 1) all financial aid requirements are met,
- 2) the student maintains satisfactory academic progress, and
- 3) the student's Student Aid Index (SAI) remains unchanged.

Financial Aid Programs

Manhattan Christian College Scholarships

Manhattan Christian College provides a significant level of student financial assistance each year through its scholarship programs.

Merit scholarships are renewable for the duration of the student's initial four-year program, provided eligibility requirements are maintained. Additional institutional scholarships may also be available; however, total institutional aid may not exceed the amount of billed tuition charges for each enrolled semester.

Students are eligible for Manhattan Christian College scholarships for up to eight semesters of full-time enrollment. Eligibility requires maintaining satisfactory academic progress. All scholarships are coordinated with federal, state, and other institutional aid and are subject to the following conditions:

- Indexed to tuition increases
- Awarded to traditionally admitted students at the time of admission
- Audit, part time, non-degree, and online students are not eligible
- Requires full-time enrollment in courses that apply toward degree completion
- Not available to Gap-Year students
- Non-transferable to other colleges or universities

Students who need additional semesters beyond the standard eight to complete their degree must submit a written appeal to the Financial Aid Office to request an extension of institutional aid. If degree requirements are completed in fewer than eight semesters, any unused institutional aid will be forfeited.

Timothy Days Leadership Scholarship: is awarded to traditionally admitted students who demonstrate exceptional academic ability, strong motivation, and outstanding leadership potential. The scholarship recognizes students actively involved in their school, church, and community.

- Nominated by their youth leader, coach, or teacher
- Must be a leader in their youth group, be active in their community or school
- Attend Timothy Days Leadership Scholarship event
- Annual Award: 50% tuition for first and second year, 75% tuition for third year, and 100% tuition for fourth year

MCC President's Scholarship: is awarded to traditionally admitted students who exemplify the qualities emphasized by the College president as essential to advancing the mission of Manhattan Christian College.

- Academic-based: ACT score 25 or above or an SAT score 1140 or above or a Cumulative GPA 3.5 or above or a CLT score of 78 or above
- Annual Award: \$4,000

MCC Trustees' Scholarship: is awarded to traditionally admitted students who have demonstrated leadership through active roles in their school, church, or community.

- Academic-based: ACT score 21 to 24 or an SAT score 990 to 1139 or a Cumulative GPA 3.0 to 3.49 or a CLT score of 68 to 77
- Annual Award: \$3,000

Navy and White Scholarship: is awarded to traditionally admitted students whose experiences, service, and talents contribute to the enrichment of campus life and help foster a strong sense of community and academic excellence.

- Academic-based: Cumulative GPA 2.5 to 2.99
- Annual Award: \$2,000

Thunder Merit Scholarship: is awarded to traditionally admitted students who demonstrate active involvement in their church, school, and community volunteer activities.

- Must submit a Thunder Merit Scholarship application
- Annual Award: \$500 to \$2,000

MCC Honors Scholarship: is awarded to traditionally admitted students who demonstrate outstanding academic merit and achievement.

- Academic-based: ACT score 24 or above or SAT score 1160 or above
- Award: \$1,000

Ministry Scholarship: is awarded to traditionally admitted students who have demonstrated a passion for ministry through past involvement and who express a clear vision for future service in ministry.

- Must submit a Ministry Scholarship application
- Annual Award: \$500 to \$1,000

Other Scholarships

Manhattan Christian College offers several additional scholarships to students, including the Barnabas Bridge Scholarship, Camper of the Week Scholarship, Oasis Scholarship and Thunder Thursday Campus Visit Scholarship. Eligibility requirements for these awards are determined by the Admissions Office.

State and Federal Aid Programs

All students applying for financial assistance from federal or state programs must submit the Free Application for Federal Student Aid (FAFSA). Students will need to list Manhattan Christian College when completing the FAFSA to ensure the College receives their information; the school code is 001931. This information from the FAFSA is used by the Financial Aid Office to determine each student's aid eligibility.

Kansas Comprehensive Grant: is a State of Kansas grant offer to eligible Kansas residents¹. Award amounts are determined annually based on fund availability and the student's financial need, as established by the Kansas Board of Regents. Students must meet all state-established eligibility requirements, as well as Manhattan Christian College's awarding policies.

Renewal of the Kansas Comprehensive Grant is contingent upon continued eligibility as defined by the Kansas Board of Regents, including submission of the FAFSA each year, and maintaining satisfactory academic progress. Funding is limited and not guaranteed from year to year.

¹ Kansas residency for the Kansas Comprehensive Grant is defined as having resided in the State of Kansas for a minimum of 12 consecutive months without attending any college during that same 12-month period.

Federal Pell Grant: is a need-based grant available to eligible undergraduate students who have not yet earned a bachelor's degree. Eligibility and award amounts are determined in accordance with regulations established by the Department of Education.

Students must complete the Free Application for Federal Student Aid (FAFSA) to be considered for the Federal Pell Grant. Pell Grant funds may be used toward tuition, fees, and living expenses. Awards are subject to federal funding and eligibility requirements.

Federal Supplemental Educational Opportunity Grant (FSEOG): is a need-based grant available to eligible undergraduate students with exceptional financial need who have not yet earned a bachelor's degree. Priority is given to students with the lowest Student Aid Index (SAI), typically those who are eligible for the Federal Pell Grant.

Students must complete the Free Application for Federal Student Aid (FAFSA) to be considered for FSEOG. Funds are limited and awarded on a first-come, first-served basis. Awards are subject to federal funding and availability.

Federal Direct Loans: are low-interest loans available to eligible students to help cover educational expenses. These loans are provided by the Department of Education and must be repaid.

Students must complete the Free Application for Federal Student Aid (FAFSA) to be considered for Federal Direct Loans. Eligibility and loan amounts are determined based on federal guidelines, including the student's dependency status, grade level, and financial need.

There are two primary types of Federal Direct Loans:

- **Subsidized Loans:** Awarded based on financial need. The federal government pays the interest while the student is enrolled at least half-time and during approved deferment periods.
- **Unsubsidized Loans:** Not based on financial need. Interest accrues from the time the loan is disbursed and is the responsibility of the borrower.

Annual Loan Limits (Dependent Students)

- Freshman: up to \$5,500 (no more than \$3,500 subsidized)
- Sophomore: up to \$6,500 (no more than \$4,500 subsidized)
- Junior/Senior: up to \$7,500 (no more than \$5,500 subsidized)

Independent students and dependent students whose parents are denied a PLUS Loan may be eligible for additional unsubsidized loan funds.

Students borrowing Federal Direct Loans must complete entrance counseling and a Master Promissory Note (MPN) before funds can be disbursed. Repayment typically begins after the student graduates, withdraws, or drops below half-time enrollment.

Federal Direct Parent PLUS Loans: are available to parents of dependent undergraduate students to help cover educational expenses not met by other financial aid. Eligibility is based on a credit check, and the borrower is responsible for repayment.

Parents must complete a PLUS Loan application and Master Promissory Note (MPN). The maximum PLUS Loan amount is the student's cost of attendance minus all other financial aid received. Loan funds are subject to federal limits, regulations, and approval.

Federal Work-Study

Students who demonstrate financial need may be eligible to participate in the Federal Work-Study. Through this program, students may work part-time in various campus positions, such as the library, dining services, or assisting administrative, faculty, or maintenance personnel. Students typically work between five and twenty hours per week.

Earnings are paid directly to the student according to the established payroll schedule and are not automatically applied to the student's billing account. Students who wish to apply their earnings toward their account must make arrangements with the Student Financial Services.

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®, as well as other VA programs. Veterans and, in certain circumstances, their dependents can go to www.va.gov to find more information and begin the process of applying for benefits.

GI Bill® is a registered trademark of the 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.

Satisfactory Academic Progress (SAP)

Federal regulations require that recipients of federal financial aid maintain Satisfactory Academic Progress (SAP) in order to remain eligible for 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 completion rate calculations are completed by the Registrar's Office. Student Financial Services will notify students who do not meet the minimum standards.

To remain eligible for federal Title IV funds, a student must meet the following requirements:

- Earn at least 66% of all credit hours attempted
- Maintain a minimum 2.0 cumulative grade point average
- Complete the degree within the maximum allowable timeframe

Grades of F, I, W, and repeated courses are counted as attempted credit hours but are not counted as successfully completed toward the 66% completion rate.

Students must complete their program within a maximum timeframe of 150% of the published program length. For a bachelor's degree, this equals approximately 180 attempted credit hours. Courses with grades of F, I, or W are included in the calculation of attempted hours toward the maximum timeframe. For a traditional full-time student attending fall and spring semesters, the maximum timeframe is typically six academic years.

Transfer students, if eligible, may receive Title IV funds during their first semester at Manhattan Christian College and are then held to the same SAP standards as all other students. Transfer credits are not included in the calculation of cumulative GPA; however, accepted transfer credits are applied toward degree requirements and reduce the remaining credits needed, thereby adjusting the maximum timeframe.

Courses with an I (Incomplete) are counted as attempted credits until a final grade is assigned. Once finalized, the grade is included in the cumulative GPA calculation. Students must meet all SAP standards to maintain financial aid eligibility.

SAP is reviewed at the end of each semester. Students who do not meet minimum standards will be placed on Financial Aid Warning for one semester. If standards are not met after the warning period, students may be placed on Financial Aid Probation (following a successful appeal) or Financial Aid Suspension. Students on suspension are not eligible for federal financial aid until SAP standards are met.

Students placed on Warning, Probation, or Suspension will be notified in writing prior to the next term.

Students may appeal Financial Aid Suspension or Probation decisions in writing to the Title IV Appeals Committee. Appeals must include:

- The reason SAP standards were not met
- Supporting documentation of extenuating circumstances (e.g., illness, injury, death of a family member, or other significant hardship)
- A description of what has changed that will allow the student to meet SAP in the future
- An academic plan developed in consultation with the Academic Dean or Registrar

The Title IV Appeals Committee will review all appeals and issue a final decision. If approved, the committee may require additional academic conditions beyond the student's academic plan. Students must comply with all institutional academic policies, including attendance and course completion requirements. Failure to follow the academic plan, including withdrawal from required courses or non-attendance, will result in immediate financial aid suspension with no further appeal.

If an appeal is denied, students may regain eligibility through one of the following options:

- **Option 1:** Complete one or more terms at Manhattan Christian College without federal aid until SAP standards are met. Eligibility will be reinstated once standards are achieved.
- **Option 2:** Withdraw and attend another institution, earn satisfactory academic progress, and transfer credits back to Manhattan Christian College. The student must reapply for admission and will return with Financial Aid Warning status.

Final appeal decisions are communicated in writing by the Financial Aid Director and are 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's degrees include a Bible/Theology major, general education, leadership, professional studies major, and unrestricted electives.

Dual-degree programs are developed in cooperation between MCC, Kansas State University, and Manhattan Area Technical College. A student pursuing a dual degree is responsible for applying 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 who 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 when they earn a cumulative GPA of 2.0.

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 remains 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 exceeds 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 a 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 a 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 seeks readmission or reinstatement, they must, as part of the process, write an appeal letter to the Vice President of Academic Affairs (VPAA). The letter must explain their reasons for seeking readmission or reinstatement and what they will do differently in order to succeed. The letter should be submitted by email to the VPAA.

If the appeal is successful, the student is then required to meet with the Registrar and Director of Student Success 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 the following sanctions: (a) requiring the test or assignment to 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 result in disciplinary action, including 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 attending classes and meeting course requirements during the adjudication process. If the student chooses not to attend class or meet course expectations while the College completes its review of the academic integrity case, he or she implicitly agrees to the sanctions recommended by the faculty member and will receive the appropriate grade. The VP for Academic Affairs will communicate the imposed sanction(s) to the student in writing 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 for providing the committee with 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, the 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.

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 the 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/.

A student integrity support system has been established through a partnership between academic affairs and student development to provide accountability and promote growth in Christian integrity. 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 Business Office.

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 Spring semester. A student with a directed field experience or other degree requirements 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 or other degree requirements.

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

Graduation Requirements

To graduate, the student must petition the faculty by completing and submitting the required form, [Petition for Graduation](#), available online or 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, complete all courses required for the degree, and have official transcripts on record with the Registrar's Office from all postsecondary institutions attended. The student must attain a cumulative GPA of 2.0 and have sufficient Christian Service credits.

All degree-seeking students 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 coursework taken at MCC. Further, only coursework taken at MCC is used in determining graduation honors. Each year, Latin graduation honors are awarded to 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 coursework at MCC.

Transcripts and Diplomas

Transcripts and diplomas are issued by the MCC Registrar's Office. Request forms are available on the website at the following link [Transcript Request](#)

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. 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 the 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 and the NSC's websites.

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 Business Office.

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 detailed degree 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, they should ensure they do so properly. After consulting with the student's academic advisor, a student who decides to withdraw should return a completed drop form to the Academic Office. The Director of Student Success will direct the student through the remainder of the withdrawal process. If all coursework 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 carefully review the programs and graduation requirements. While there are certain core courses common to all degrees, there are also significant differences in the 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 student will submit the schedule through the student information system (Populi). Students may drop or add courses through the open registration period (typically the first week of class) by contacting the Academic Office. Students should be aware that self-initiated changes to their schedule may affect the successful completion of their academic program and should be made carefully and preferably after meeting with their academic advisor.

New students are provided registration packets and an academic 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. Nonsequential course arrangement can create scheduling conflicts, which may require additional time to meet graduation requirements. Every student should check with their academic advisor on these matters. 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

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 Financial Services Office is available to assist with payment arrangements.

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 partner (Academy). Academy classes may only be taken during the fall and spring semesters as designated by MCC.

Degree-Seeking Students. Enrollment in a distance learning course is obtained through the permission of the student's advisor and the Registrar's Office.

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 receipt of the appropriate forms (JST transcript, DD214, DD295) and will be based on 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 transfer credits is usually made as part of the admissions process. An official transcript of credits is completed after the student has been admitted to a degree program and enrolled for the first semester.

The opportunities to demonstrate academic competence are continually being expanded and modified, so students should inquire about the current options 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, Higher Learning Commission, 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 comprising approximately 16 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, totaling 75 hours. These two sums should result in a 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 on 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 and the last day of attendance from the professor.
4. Get a signature of approval from the advisor.
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 the third day of the first week of the course: The course will not be recorded on the student's permanent record.
2. Drop after the beginning of the fourth day of the first 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. Email the course instructor to discuss intent to drop or add the course.
2. Email the advisor to discuss the request.
3. After consulting with both the instructor and advisor, the student will inform the Registrar via email of their intent to drop the class. The email to the Registrar must also include the advisor and the instructor.
4. The advisor will affirm the student's decision to drop the class, and the instructor will provide a last date of attendance to the Registrar.
5. The Registrar will review and process the request, and confirmation will be sent to the student once the drop has been completed.

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 courses at another institution of higher education should request that the institution's Registrar's Office send a record of credits earned at the institution to the MCC Registrar.

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 for each course are available during the term through MCC Online. Semester grades become a part of the student's permanent record. Until the semester is complete, grades in MCC Online may not be an accurate reflection of the student's final grade, as some assignments, exams, and other work may not have been graded and recorded yet. Final grade reports are available to students in the student information system (Populi) at the end of the semester.

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 scholarship, 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

A student must request an incomplete grade from the instructor and will be granted only if the extenuating circumstances are sufficient to make it impossible for the work to have been completed 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.

Incomplete Grade Procedure

1. To give a student an incomplete grade in a course, an instructor completes an incomplete grade form and submits it to the Registrar.
2. When the student has completed the work, the professor then submits a final grade.
3. Once the completion deadline has passed, any incomplete that has not been replaced by a final instructor grade will be automatically assigned an "F" by the Registrar's Office. For credit/no credit courses, if the incomplete agreement deadline has expired and no final grade of "CR" has been submitted, the course will be graded as "NC." Courses graded as "I" will not be included in the student's GPA.

Retake Policy

A student may repeat a course due to a low or failing grade. Retakes can be completed only by re-enrolling in and completing an 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, provided 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 and have the prior grade removed from the grade point average calculation only once per course. A total of five courses may be considered 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 holds that academic preparation and practical service activities are valuable to the college experience. Students enrolled in a full bachelor's degree at MCC serve and receive one credit of Christian Service for each 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 each 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 them 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, 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 has the 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.

Family Educational Rights and Privacy Act (FERPA)

Family Educational Rights and Privacy Act (FERPA) The Family Educational Rights and Privacy Act of 1974

(FERPA) is a federal law that protects the privacy of student education records. Manhattan Christian College complies fully with FERPA and is committed to safeguarding the confidentiality of student records.

Students enrolled at MCC become “eligible students” under FERPA once they reach 18 years of age or attend a postsecondary institution. At that time, all rights previously afforded to parents or legal guardians transfer to the student.

Primary student rights under FERPA

To inspect and review educational records:

Eligible students have the right to inspect and review their education records maintained by MCC within a reasonable period of time.

To seek to amend educational records:

Students may also request the amendment of records they believe to be inaccurate, misleading, or otherwise in violation of their privacy rights. Requests to amend records that reflect academic judgment or are otherwise accurate, but disputed, may be denied, in accordance with FERPA regulations.

To have some control over the release of information about educational records:

FERPA generally prohibits the disclosure of personally identifiable information from a student’s education records without the student’s written consent. MCC may, however, disclose education records without consent in circumstances permitted by law, including disclosures to school officials with legitimate educational interests, in response to a lawfully issued subpoena or court order, or in connection with a health or safety emergency.

MCC designates certain information as directory information, which may be released without prior written consent unless the student has submitted a written request to restrict disclosure. Directory information may include, but is not limited to, the student’s name, enrollment status, program of study, dates of attendance, degrees and honors awarded, and participation in officially recognized activities. Students are notified annually of their FERPA rights and the procedure for requesting the withholding of directory information.

Unless covered by an exception, MCC may not release the student’s social security number, student identification number, race/ethnicity/nationality, gender, grades, or other non-directory information from students' records without the student's written consent.

To release information other than directory information, students must authorize third parties, including parents, to access non-directory information by filling out and returning the FERPA Release form.

Students who believe that MCC has failed to comply with FERPA requirements may file a complaint with the U.S. Department of Education. Questions regarding FERPA, access to student records, or the release of student information should be directed to the Office of the Registrar.

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 <https://mccks.edu/academics/academic-resources/>.

Degrees Offered at Manhattan Christian College

Bachelor of Arts in Bible and Christian Ministry – select an Emphasis from page 69 (Christian Ministry degrees can be found on pages 70 – 83)

Bachelor of Science in Bible and Christian Ministry - select an Emphasis from page 69 (Christian Ministry degrees can be found on pages 70 – 83)

Bachelor of Science in Management and Ethics – On-Campus Instruction (catalog page 88)

Bachelor of Arts in Biblical and Theological Studies (catalog page 63)

Bachelor of Arts in Bible, Dual Degree with Kansas State University or Manhattan Area Technical College (catalog page 67)

Bachelor of Science in Bible, Dual Degree with Kansas State University or Manhattan Area Technical College (catalog page 66)

Bachelor of Science in Biblical Leadership. Thunder Online degree (catalog page 60)

Bachelor of Science in Management and Ethics. Thunder Online degree (catalog page 61)

Associate of Arts in Bible (catalog page 64)

Associate of Arts in General Studies (catalog page 85)

Associate of Science in Psychology (catalog page 86)

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

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

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

General Studies **42**

Orientation **0**

ORN 091 Intro to MCC Thunder Online Life CR

Written and Rhetorical Arts **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**

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

Science / Math **6**

One science course 3

One science or math course 3

Social/Behavioral Sciences **6**

Select **6 hours** from the following disciplines:
Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology

History or Political Science **6**

HIS 210 History of American Christianity¹ 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 **24**

BIB 115 Israel's Origins² 3

BIB 215 Israel's History³ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

THE 435 Christian Ethics 3

Leadership/Ministry **24**

LSP 101 Bib. Foundations of 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

Unrestricted Electives **30**

Select **30 hours** from any discipline.

Christian Service **3 CR**

CHR 101 Introductory Christian Service⁴ CR

CHR 102 Introductory Christian Service⁴ CR

CHR 103 Introductory Christian Service⁴ CR

* Logos Bible Software is mandatory for all new students

² BIB 113 Old Testament History in previous catalogs

³ BIB 114 Poets and Prophets in previous catalogs

⁴ Christian Service in previous catalogs

¹ HIS 310 History of American Christianity in previous catalogs

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**

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**

COM 114 Business Communication 3

Select **6 hours** from 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 the following disciplines:
Cultural Anthropology, Economics, Family Studies,
Geography (excluding Physical Geo), Management,
Political Science, 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 115 Israel's Origins¹ *OR* 3

BIB 215 Israel's History² 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

THE 341 Christian Theology 3

THE 435 Christian Ethics 3

Leadership **3**

LSP 101 Bib. Foundations of 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 Introductory Christian Service³ CR

CHR 102 Introductory Christian Service³ CR

CHR 103 Introductory Christian Service³ CR

* Logos Bible Software is mandatory for all new students

¹ BIB 113 Old Testament History in previous catalogs

² BIB 114 Poets and Prophets in previous catalogs

³ Christian Service in previous catalogs

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.

BIBLE & THEOLOGY**Bachelor of Arts in Biblical & Theological Studies****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 Course (e.g. COM 112) 3**Humanities 9**HIS 210 History of American Christianity¹ 3

PHL ____ Philosophy Elective 3

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

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

Social/Behavioral Sciences 9PSY 110 General Psychology *OR*

SAN 210 Intro. To Sociology 3

Select **6 hours** from the following disciplines:

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

Math/Natural Sciences 3

CIS/Math/Science/Statistics Elective 3

Christian Service 7 CR MaxCHR 101 Introductory Christian Service² CRCHR 102 Introductory Christian Service² CRCHR 103 Introductory Christian Service² CRCHR 104 Advanced Christian Service² CRCHR 105 Advanced Christian Service² CRCHR 106 Advanced Christian Service² CRCHR 107 Advanced Christian Service² CR*Enroll every semester of attendance at MCC minus 1*¹ HIS 310 History of American Christianity in previous catalogs² Christian Service in previous catalogs**Total Hours: 122****Bible/Theology 65****Biblical & Theological Studies 41**BIB 115 Israel's Origins³ 3BIB 215 Israel's History⁴ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

BIB 315 Israel's Poets and Prophets⁵ 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 24In consultation with your advisor, choose 8 Bible and/or Theology electives (**24 hours**).**Christian Ministry 18**SFM 110 Intro. to Spiritual Formation⁶ 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 9Select **9 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

** Other biblical languages may be substituted with approval

³ BIB 113 Old Testament History in previous catalogs⁴ BIB 114 Poets and Prophets in previous catalogs⁵ BIB/THE 300+ elective in previous catalogs⁶ MIN 110 The Jesus Life in previous catalogs

BIBLE & THEOLOGY

Associate of Arts

Major: Bible

Required Courses

Total Hours: 60

General Studies		24	Bible/Theology		18
Orientation		0	BIB 115	Israel's Origins ¹	3
ORN 090	Introduction to MCC Life	CR	BIB 215	Israel's History ²	3
Communication		9	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*	3
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)		3	THE 341	Christian Theology	3
Humanities		6	Christian Ministry Electives 6		
Select 6 hours from the following disciplines: Communication, Fine Arts, Languages, Literature, History, or Philosophy			SFM 110	Intro. to Spiritual Formation ³	3
			Select 1 course from the following:		
			MIN 220	Intro Teaching/Preaching	3
			MIN 310	Disciple Making	3
			MIN 340	Princ. Christian Worship	3
Social/Behavioral Sciences		6	Unrestricted Electives 12		
Select 6 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology			Select 12 hours from any discipline.		
Math/Natural Sciences		3	Christian Service		3 CR
Select 3 hours from the following disciplines: Math, Natural Sciences, Statistics, or Computer Information Sciences (Many Bachelor's Degrees require College Algebra)			CHR 101	Introductory Christian Service ⁴	CR
			CHR 102	Introductory Christian Service ⁴	CR
			CHR 103	Introductory Christian Service ⁴	CR

* Logos Bible Software is mandatory for all new students

¹ BIB 113 Old Testament History in previous catalogs

² BIB 114 Poets and Prophets in previous catalogs

³ MIN 110 The Jesus Life in previous catalogs

⁴ Christian Service in previous catalogs

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 210 History of American Christianity¹ 3

PHL ____ Philosophy Elective 3

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

Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, 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 Introductory Christian Service² CR

CHR 102 Introductory Christian Service² CR

CHR 103 Introductory Christian Service² CR

CHR 104 Advanced Christian Service² CR

CHR 105 Advanced Christian Service² CR

CHR 106 Advanced Christian Service² CR

CHR 107 Advanced Christian Service² CR

Enroll every semester of attendance at MCC minus 1

Bible/Theology **33**

BIB 115 Israel's Origins³ 3

BIB 215 Israel's History⁴ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

BIB 315 Israel's Poets and Prophets⁵ 3

BIB 330 Advanced Interpretation 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 400+ Elective 3

BIB/THE 400+ Elective 3

Christian Ministry **9**

SFM 110 Intro. to Spiritual Formation⁶ 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

³ BIB 113 Old Testament History in previous catalogs

⁴ BIB 114 Poets and Prophets in previous catalogs

⁵ BIB/THE 300+ elective in previous catalogs

⁶ MIN 110 The Jesus Life in previous catalogs

¹ HIS 310 History of American Christianity in previous catalogs

² Christian Service in previous catalogs

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 210 History of American Christianity¹ 3

PHL ____ Philosophy Elective 3

Select **3 hours** from 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 the following disciplines:
Cultural Anthropology, Economics, Family Studies,
Geography (excluding Physical Geo), Management,
Political Science, Psychology, Sociology 6

Math/Natural Sciences **3**

CIS/Math/Science/Statistics Elective 3

Christian Service **7 CR Max**

CHR 101 Introductory Christian Service² CR

CHR 102 Introductory Christian Service² CR

CHR 103 Introductory Christian Service² CR

CHR 104 Advanced Christian Service² CR

CHR 105 Advanced Christian Service² CR

CHR 106 Advanced Christian Service² CR

CHR 107 Advanced Christian Service² CR

Enroll every semester of attendance at MCC minus 1

¹ HIS 310 History of American Christianity in previous catalogs

² Christian Service in previous catalogs

Bible/Theology **44**

BIB 115 Israel's Origins³ 3

BIB 215 Israel's History⁴ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

BIB 315 Israel's Poets and Prophets⁶ 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 400+ Elective 3

Christian Ministry **9**

SFM 110 Intro. to Spiritual Formation⁵ 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

* Logos Bible Software is mandatory for all new students

³ BIB 113 Old Testament History in previous catalogs

⁴ BIB 114 Poets and Prophets in previous catalogs

⁵ MIN 110 The Jesus Life in previous catalogs

⁶ BIB/THE 300+ elective in previous catalogs

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 358	Crisis Intervention ¹	3
PSY 330	Psychopathology ²	3
PSY 348	Counseling Theories & Ethics ³	3
PSY 448	Lab Exp in Counseling ⁴	3
PSY 458	Applied Counseling Techniques ⁵	3

Intercultural Studies (15)

ICS 110	History & Foundation of Christian Mission	3
ICS 330	Contextualization	3
ICS 340	Global Mission Strategy	3
ICS 410	Intercultural Studies Capstone	3

Choose one of the following electives:

ICS 440	ICS Practicum	3
THE 343	Theo, Justice, & the Human Person	3
SFM 440	Care of Souls	3

Nonprofit Ministry

NPM 210	Movements in Justice Missions	3
THE 343	Theo, Justice, & the Human Person	3
THE 435	Christian Ethics	3
SJU 440	Social Justice Practicum	3

Choose one of the following electives:

ICS 320	Intercultural Communications	3
PSY 348	Counseling Theories & Ethics ³	3
SFM 440	Care of Souls	3

Pastoral Ministry (15)

PAS 310	Applied Ministry Lab	3
HOM 310	Expository Sermon Development	3
HOM 410	Advanced Sermon Development	3
PSY 448	Lab Exp in Counseling ⁴	3
PSY 458	Applied Counseling Techniques ⁵	3

Residency (30)

**Residency Emphasis requires special permission and additional site-specific fees.

MIN 471	Ministry Residency 1	15
MIN 472	Ministry Residency 2	15

Youth Ministry (15)

YMN 210	Adolescent Culture	3
YMN 310	Bldg Theo & Phil of Youth Min.	3
YMN 410	Current Trends in Youth Min.	3
YMN 425	Youth Ministry Management	3
HOM 310	Expo. Sermon Development	3

¹ PSY 320 Crisis Intervention in previous catalogs

² PSY 330 Abnormal Psychology in previous catalogs

³ PSY 340 Principles of Counseling in previous catalogs

⁴ PSY 443 Lab Experiences in Counseling in previous catalogs

⁵ PSY 444 Advanced Counseling Techniques in previous catalogs

CHRISTIAN MINISTRY**Bachelor of Science in Bible and Christian Ministry
with a Children's and Family 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 3

Course (e.g. COM 112)

Humanities 9HIS 210 History of American Christianity¹ 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 220 Human Growth & Development² 3Select **3 hours** from 1 of the following disciplines:

Cultural Anthropology, Economics, Family Studies,

Geography (excluding Physical Geo), Management,

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 Introductory Christian Service³ CRCHR 102 Introductory Christian Service³ CRCHR 103 Introductory Christian Service³ CRCHR 104 Advanced Christian Service³ CRCHR 105 Advanced Christian Service³ CRCHR 106 Advanced Christian Service³ CRCHR 107 Advanced Christian Service³ CR*Enroll every semester of attendance at MCC minus 1*¹ HIS 310 History of American Christianity in previous catalogs² PSY 120 Human Growth and Dev. in previous catalogs³ Christian Service in previous catalogs**Total Hours: 120****Bible/Theology 33**BIB 115 Israel's Origins⁴ 3BIB 215 Israel's History⁵ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

BIB 315 Israel's Poets and Prophets⁶ 3

BIB 330 Advanced Interpretation 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 400+ Elective 3

BIB/THE 400+ Elective 3

Christian Ministry 33SFM 110 Intro. to Spiritual Formation⁷ 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

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 Youth Ministry Management 3

MIN 350 Orientation to DFE CR

MIN 451 Directed Field Experience CR

Unrestricted Electives 21Select **21 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

⁴ BIB 113 Old Testament History in previous catalogs⁵ BIB 114 Poets and Prophets in previous catalogs⁶ BIB/THE 300+ elective in previous catalogs⁷ MIN 110 The Jesus Life in previous catalogs

CHRISTIAN MINISTRY**Bachelor of Arts in Bible and Christian Ministry
with a Children's and Family Ministry 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 <i>or</i> Oral Communication Course (e.g. COM 112)		3
Humanities		9
HIS 210	History of American Christianity ¹	3
PHL ____	Philosophy Elective	3
Select 3 hours from the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy		
Social/Behavioral Sciences		9
PSY 110	General Psychology	3
PSY 220	Human Growth & Development ²	3
Select 3 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology		
Math/Natural Sciences		3
CIS/Math/Science/Statistics Elective		3
Christian Service		7 CR Max
CHR 101	Introductory Christian Service ³	CR
CHR 102	Introductory Christian Service ³	CR
CHR 103	Introductory Christian Service ³	CR
CHR 104	Advanced Christian Service ³	CR
CHR 105	Advanced Christian Service ³	CR
CHR 106	Advanced Christian Service ³	CR
CHR 107	Advanced Christian Service ³	CR

Enroll every semester of attendance at MCC minus 1

¹ HIS 310 History of American Christianity in previous catalogs

² PSY 120 Human Growth and Dev. in previous catalogs

³ Christian Service in previous catalogs

Total Hours: 122

Bible/Theology		44
BIB 115	Israel's Origins ⁴	3
BIB 215	Israel's History ⁵	3
BIB 211	Life & Teachings of Jesus	3
BIB 212	Christian Beginnings	3
BIB 220	Interpretation*	3
BIB 315	Israel's Poets and Prophets ⁶	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 400+	Elective	3

Christian Ministry		33
SFM 110	Intro. to Spiritual Formation ⁷	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
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	Youth Ministry Management	3
MIN 350	Orientation to DFE	CR
MIN 451	Directed Field Experience	CR

Unrestricted Electives **15**

Select **15 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

**Other biblical languages may be substituted with approval

⁴ BIB 113 Old Testament History in previous catalogs

⁵ BIB 114 Poets and Prophets in previous catalogs

⁶ BIB/THE 300+ elective in previous catalogs

⁷ MIN 110 The Jesus Life in previous catalogs

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 <i>or</i> Oral Communication Course (e.g. COM 112)		3
Humanities		9
HIS 210	History of American Christianity ¹	3
PHL ____	Philosophy Elective	3
Select 3 hours from the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy		3
Social/Behavioral Sciences		9
PSY 110	General Psychology	3
PSY 220	Human Growth & Development ²	3
Select 3 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology		3
Math/Natural Sciences		6
CIS/Math/Science/Statistics Elective		3
Math <i>or</i> Science Elective		3

Christian Service		7 CR Max
CHR 101	Introductory Christian Service ³	CR
CHR 102	Introductory Christian Service ³	CR
CHR 103	Introductory Christian Service ³	CR
CHR 104	Advanced Christian Service ³	CR
CHR 105	Advanced Christian Service ³	CR
CHR 106	Advanced Christian Service ³	CR
CHR 107	Advanced Christian Service ³	CR

Enroll every semester of attendance at MCC minus 1

¹ HIS 310 History of American Christianity in previous catalogs

² PSY 120 Human Growth and Dev. in previous catalogs

³ Christian Service in previous catalogs

Bible/Theology		33
BIB 115	Israel's Origins ⁴	3
BIB 215	Israel's History ⁵	3
BIB 211	Life & Teachings of Jesus	3
BIB 212	Christian Beginnings	3
BIB 220	Interpretation*	3
BIB 315	Israel's Poets and Prophets ⁶	3
BIB 330	Advanced Interpretation	3
THE 341	Christian Theology	3
THE 342	Practical Theology	3
BIB/THE 400+	Elective	3
BIB/THE 400+	Elective	3

Christian Ministry		33
SFM 110	Intro. to Spiritual Formation ⁷	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 358	Crisis Intervention ⁸	3
PSY 330	Psychopathology ⁹	3
PSY 348	Counseling Theories & Ethics ¹⁰	3
PSY 448	Lab Exp in Counseling ¹¹	3
PSY 458	Applied Counseling Techniques ¹²	3
MIN 350	Orientation to DFE	CR
MIN 451	Directed Field Experience	CR

Unrestricted Electives		21
Select 21 hours from any discipline.		

* Logos Bible Software is mandatory for all new students

⁴ BIB 113 Old Testament History in previous catalogs

⁵ BIB 114 Poets and Prophets in previous catalogs

⁶ BIB/THE 300+ elective in previous catalogs

⁷ MIN 110 The Jesus Life in previous catalogs

⁸ PSY 320 Crisis Intervention in previous catalogs

⁹ PSY 330 Abnormal Psychology in previous catalogs

¹⁰ PSY 340 Principles of Counseling in previous catalogs

¹¹ PSY 443 Lab Experiences in Counseling in previous catalogs

¹² PSY 444 Advanced Counseling Techniques in previous catalogs

CHRISTIAN MINISTRY

Bachelor of Arts in Bible and Christian Ministry with a Counseling 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 <i>or</i> Oral Communication Course (e.g. COM 112)		3
Humanities		9
HIS 210	History of American Christianity ¹	3
PHL ____	Philosophy Elective	3
Select 3 hours from the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy		3
Social/Behavioral Sciences		9
PSY 110	General Psychology	3
PSY 220	Human Growth & Development ²	3
Select 3 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology		3
Math/Natural Sciences		3
CIS/Math/Science/Statistics Elective		3

Christian Service		7 CR Max
CHR 101	Introductory Christian Service ³	CR
CHR 102	Introductory Christian Service ³	CR
CHR 103	Introductory Christian Service ³	CR
CHR 104	Advanced Christian Service ³	CR
CHR 105	Advanced Christian Service ³	CR
CHR 106	Advanced Christian Service ³	CR
CHR 107	Advanced Christian Service ³	CR

Enroll every semester of attendance at MCC minus 1

Unrestricted Electives		15
Select 15 hours from any discipline.		

¹ HIS 310 History of American Christianity in previous catalogs

² PSY 120 Human Growth and Dev. in previous catalogs

³ Christian Service in previous catalogs

Total Hours: 122

Bible/Theology		44
BIB 115	Israel's Origins ⁴	3
BIB 215	Israel's History ⁵	3
BIB 211	Life & Teachings of Jesus	3
BIB 212	Christian Beginnings	3
BIB 220	Interpretation*	3
BIB 315	Israel's Poets and Prophets ⁶	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 400+	Elective	3
Christian Ministry		33
SFM 110	Intro. to Spiritual Formation ⁷	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 358	Crisis Intervention ⁸	3
PSY 330	Psychopathology ⁹	3
PSY 348	Counseling Theories & Ethics ¹⁰	3
PSY 448	Lab Exp in Counseling ¹¹	3
PSY 458	Applied Counseling Techniques ¹²	3
MIN 350	Orientation to DFE	CR
MIN 451	Directed Field Experience	CR

* Logos Bible Software is mandatory for all new students

**Other biblical languages may be substituted with approval

⁴ BIB 113 Old Testament History in previous catalogs

⁵ BIB 114 Poets and Prophets in previous catalogs

⁶ BIB/THE 300+ elective in previous catalogs

⁷ MIN 110 The Jesus Life in previous catalogs

⁸ PSY 320 Crisis Intervention in previous catalogs

⁹ PSY 330 Abnormal Psychology in previous catalogs

¹⁰ PSY 340 Principles of Counseling in previous catalogs

¹¹ PSY 443 Lab Experiences in Counseling in previous catalogs

¹² PSY 444 Advanced Counseling Techniques in previous catalogs

CHRISTIAN MINISTRY

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

Required Courses		Total Hours: 120			
General Studies	33	Bible/Theology	33		
Orientation	0	BIB 115	Israel's Origins ³	3	
ORN 090	Introduction to MCC Life	CR	BIB 215	Israel's History ⁴	3
Communication	9	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*	3	
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)	3	BIB 315	Israel's Poets and Prophets ⁵	3	
Humanities	9	BIB 330	Advanced Interpretation	3	
HIS 210	History of American Christianity ¹	3	THE 341	Christian Theology	3
PHL ____	Philosophy Elective	3	THE 342	Practical Theology	3
Select 3 hours from the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy	3	BIB/THE 400+	Elective	3	
Social/Behavioral Sciences	9	BIB/THE 400+	Elective	3	
PSY 110	General Psychology <i>OR</i>	Christian Ministry	33		
SAN 210	Introduction to Sociology	SFM 110	Intro. to Spiritual Formation ⁶	3	
SAN 220	Cultural Anthropology	3	MIN 220	Intro. to Teaching & Preaching	3
Select 3 hours 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	
Math/Natural Sciences	6	MIN 340	Principles of Christian Worship	3	
CIS/Math/Science/Statistics Elective	3	MIN 410	Leadership	3	
Math <i>or</i> Science Elective	3	MIN 430	Pastoral Care & Counseling	3	
Christian Service	7 CR Max	ICS 110	History & Foundation of Christian Mission	3	
CHR 101	Introductory Christian Service ²	CR	ICS 330	Contextualization	3
CHR 102	Introductory Christian Service ²	CR	ICS 340	Global Mission Strategy	3
CHR 103	Introductory Christian Service ²	CR	ICS 410	Intercultural Studies Capstone	3
CHR 104	Advanced Christian Service ²	CR	MIN 350	Orientation to DFE ⁷	CR
CHR 105	Advanced Christian Service ²	CR	MIN 451	DFE ⁷	CR
CHR 106	Advanced Christian Service ²	CR	Choose 1 of the following electives:		
CHR 107	Advanced Christian Service ²	CR	ICS 440	ICS Practicum	3
<i>Enroll every semester of attendance at MCC minus 1</i>		THE 343	Theo, Faith, & the Human Person	3	
		SFM 440	Care of Souls	3	
		Unrestricted Electives	21		
		Select 21 hours from any discipline.			

¹ HIS 310 History of American Christianity in previous catalogs

² Christian Service in previous catalogs

* Logos Bible Software is mandatory for all new students

³ BIB 113 Old Testament History in previous catalogs

⁴ BIB 114 Poets and Prophets in previous catalogs

⁵ BIB/THE 300+ elective in previous catalogs

⁶ MIN 110 The Jesus Life in previous catalogs

⁷ Not required if the student takes ICS 440 ICS Practicum

CHRISTIAN MINISTRY
Bachelor of Arts in Bible and Christian Ministry
with an Intercultural Studies 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 210 History of American Christianity¹ 3

PHL ____ Philosophy Elective 3

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

Communication, Fine Arts, History, Languages,

Literature, Philosophy 3

Social/Behavioral Sciences 9PSY 110 General Psychology *OR*

SAN 210 Introduction to Sociology 3

SAN 220 Cultural Anthropology 3

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

Cultural Anthropology, Economics, Family Studies,

Geography (excluding Physical Geo), Management,

Political Science, Psychology, Sociology 3

Math/Natural Sciences 3

CIS/Math/Science/Statistics Elective 3

Christian Service 7 CR MaxCHR 101 Introductory Christian Service² CRCHR 102 Introductory Christian Service² CRCHR 103 Introductory Christian Service² CRCHR 104 Advanced Christian Service² CRCHR 105 Advanced Christian Service² CRCHR 106 Advanced Christian Service² CRCHR 107 Advanced Christian Service² CR*Enroll every semester of attendance at MCC minus 1*¹ HIS 310 History of American Christianity in previous catalogs² Christian Service in previous catalogs**Bible/Theology 44**BIB 115 Israel's Origins³ 3BIB 215 Israel's History⁴ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

BIB 315 Israel's Poets and Prophets⁵ 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 400+ Elective 3

Christian Ministry 33SFM 110 Intro. to Spiritual Formation⁶ 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

ICS 110 History & Foundation of Christian Mission 3

ICS 330 Contextualization 3

ICS 340 Global Mission Strategy 3

ICS 410 Intercultural Studies Capstone 3

MIN 350 Orientation to DFE⁷ CRMIN 451 DFE⁷ CRChoose **1** of the following electives:

ICS 440 ICS Practicum 3

THE 343 Theo, Justice, & the Human Person 3

SFM 440 Care of Souls 3

Unrestricted Electives 15Select **15 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

** Other biblical languages may be substituted with approval

³ BIB 113 Old Testament History in previous catalogs⁴ BIB 114 Poets and Prophets in previous catalogs⁵ BIB/THE 300+ elective in previous catalogs⁶ MIN 110 The Jesus Life in previous catalogs⁷ Not required if the student takes ICS 440 ICS Practicum

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 <i>or</i> Oral Communication Course (e.g. COM 112)		3
Humanities		9
HIS 210	History of American Christianity ¹	3
PHL ____	Philosophy Elective	3
Select 3 hours from the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy		3
Social/Behavioral Sciences		9
PSY 110	General Psychology	3
PSY 220	Human Growth & Development ²	3
Select 3 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology		3
Math/Natural Sciences		6
CIS/Math/Science/Statistics Elective		3
Math <i>or</i> Science Elective		3
Christian Service		7 CR Max
CHR 101	Introductory Christian Service ³	CR
CHR 102	Introductory Christian Service ³	CR
CHR 103	Introductory Christian Service ³	CR
CHR 104	Advanced Christian Service ³	CR
CHR 105	Advanced Christian Service ³	CR
CHR 106	Advanced Christian Service ³	CR
CHR 107	Advanced Christian Service ³	CR

Enroll every semester of attendance at MCC minus 1

¹ HIS 310 History of American Christianity in previous catalogs

² PSY 120 Human Growth and Dev. in previous catalogs

³ Christian Service in previous catalogs

Total Hours: 120

Bible/Theology		33
BIB 115	Israel's Origins ⁴	3
BIB 215	Israel's History ⁵	3
BIB 211	Life & Teachings of Jesus	3
BIB 212	Christian Beginnings	3
BIB 220	Interpretation*	3
BIB 315	Israel's Poets and Prophets ⁶	3
BIB 330	Advanced Interpretation	3
THE 341	Christian Theology	3
THE 342	Practical Theology	3
BIB/THE 400+	Elective	3
BIB/THE 400+	Elective	3
Christian Ministry		33
SFM 110	Intro. to Spiritual Formation ⁷	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 448	Lab Exp in Counseling ⁸	3
PSY 458	Applied Counseling Techniques ⁹	3
MIN 350	Orientation to DFE	CR
MIN 451	Directed Field Experience	CR

Unrestricted Electives 21

Select **21 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

⁴ BIB 113 Old Testament History in previous catalogs

⁵ BIB 114 Poets and Prophets in previous catalogs

⁶ BIB/THE 300+ elective in previous catalogs

⁷ MIN 110 The Jesus Life in previous catalogs

⁸ PSY 443 Lab Experiences in Counseling in previous catalogs

⁹ PSY 444 Advanced Counseling Techniques in previous catalogs

CHRISTIAN MINISTRY

Bachelor of Arts in Bible and Christian Ministry with a Pastoral 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 210 History of American Christianity¹ 3

PHL ____ Philosophy Elective 3

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

Social/Behavioral Sciences 9

PSY 110 General Psychology 3

 PSY 220 Human Growth & Development² 3

 Select **3 hours** from the following disciplines:
 Cultural Anthropology, Economics, Family Studies,
 Geography (excluding Physical Geo), Management,
 Political Science, Psychology, Sociology 3

Math/Natural Sciences 3

CIS/Math/Science/Statistics Elective 3

Christian Service 7 CR Max

 CHR 101 Introductory Christian Service³ CR

 CHR 102 Introductory Christian Service³ CR

 CHR 103 Introductory Christian Service³ CR

 CHR 104 Advanced Christian Service³ CR

 CHR 105 Advanced Christian Service³ CR

 CHR 106 Advanced Christian Service³ CR

 CHR 107 Advanced Christian Service³ CR

Enroll every semester of attendance at MCC minus 1
¹ HIS 310 History of American Christianity in previous catalogs

² PSY 120 Human Growth and Dev. in previous catalogs

³ Christian Service in previous catalogs

Bible/Theology 44

 BIB 115 Israel's Origins⁴ 3

 BIB 215 Israel's History⁵ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

 BIB 315 Israel's Poets and Prophets⁶ 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 400+ Elective 3

Christian Ministry 33

 SFM 110 Intro. to Spiritual Formation⁷ 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 448 Lab Exp in Counseling⁸ 3

 PSY 458 Applied Counseling Techniques⁹ 3

MIN 350 Orientation to DFE CR

MIN 451 Directed Field Experience CR

Unrestricted Electives 15

 Select **15 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

**Other biblical languages may be substituted with approval

⁴ BIB 113 Old Testament History in previous catalogs

⁵ BIB 114 Poets and Prophets in previous catalogs

⁶ BIB/THE 300+ elective in previous catalogs

⁷ MIN 110 The Jesus Life in previous catalogs

⁸ PSY 443 Lab Experiences in Counseling in previous catalogs

⁹ PSY 444 Advanced Counseling Techniques in previous catalogs

CHRISTIAN MINISTRY**Bachelor of Science in Bible and Christian Ministry
with a Nonprofit Ministry 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 3

Course (e.g. COM 112)

Humanities 9HIS 210 History of American Christianity¹ 3

PHL ____ Philosophy Elective 3

Select **3 hours** from 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 the following disciplines:Cultural Anthropology, Economics, Family Studies,
Geography (excluding Physical Geo), Management,
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 Introductory Christian Service² CRCHR 102 Introductory Christian Service² CRCHR 103 Introductory Christian Service² CRCHR 104 Advanced Christian Service² CRCHR 105 Advanced Christian Service² CRCHR 106 Advanced Christian Service² CRCHR 107 Advanced Christian Service² CR*Enroll every semester of attendance at MCC minus 1***Bible/Theology 33**BIB 115 Israel's Origins³ 3BIB 215 Israel's History⁴ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

BIB 315 Israel's Poets and Prophets⁵ 3

BIB 330 Advanced Interpretation 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 400+ Elective 3

BIB/THE 400+ Elective 3

Christian Ministry 33SFM 110 Intro. to Spiritual Formation⁶ 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

NPM 210 Movements in Justice Missions 3

THE 343 Theo, Justice, & the Human Person 3

THE 435 Christian Ethics 3

SJU 440 Social Justice Practicum 3

Choose **1** of the following electives:

ICS 320 Intercultural Communications 3

PSY 348 Counseling Theories & Ethics⁷ 3

SFM 440 Care of Souls 3

Unrestricted Electives 21Select **21 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

³ BIB 113 Old Testament History in previous catalogs⁴ BIB 114 Poets and Prophets in previous catalogs⁵ BIB/THE 300+ elective in previous catalogs⁶ MIN 110 The Jesus Life in previous catalogs⁷ PSY 340 Principles of Counseling in previous catalogs¹ HIS 310 History of American Christianity in previous catalogs² Christian Service in previous catalogs

CHRISTIAN MINISTRY**Bachelor of Arts in Bible and Christian Ministry
with a Nonprofit Ministry 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 <i>or</i> Oral Communication Course (e.g. COM 112)		3
Humanities		9
HIS 210	History of American Christianity ¹	3
PHL ____	Philosophy Elective	3
Select 3 hours from the following disciplines: Communication, Fine Arts, Languages, Literature, History, or Philosophy		
Social/Behavioral Sciences		9
PSY 110	General Psychology <i>OR</i>	
SAN 210	Intro. To Sociology	3
Select 6 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology		
Math/Natural Sciences		3
CIS/Math/Science/Statistics Elective		3
Christian Service		7 CR Max
CHR 101	Introductory Christian Service ²	CR
CHR 102	Introductory Christian Service ²	CR
CHR 103	Introductory Christian Service ²	CR
CHR 104	Advanced Christian Service ²	CR
CHR 105	Advanced Christian Service ²	CR
CHR 106	Advanced Christian Service ²	CR
CHR 107	Advanced Christian Service ²	CR

Enroll every semester of attendance at MCC minus 1

¹ HIS 310 History of American Christianity in previous catalogs

² Christian Service in previous catalogs

Total Hours: 122

Bible/Theology		44
BIB 115	Israel's Origins ³	3
BIB 215	Israel's History ⁴	3
BIB 211	Life & Teachings of Jesus	3
BIB 212	Christian Beginnings	3
BIB 220	Interpretation*	3
BIB 315	Israel's Poets and Prophets ⁵	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 400+	Elective	3

Christian Ministry		33
SFM 110	Intro. to Spiritual Formation ⁶	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
NPM 210	Movements in Justice Missions	3
THE 343	Person	3
THE 435	Christian Ethics	3
SJU 440	Social Justice Practicum	3

Choose **1** of the following electives:

ICS 320	Intercultural Communications	3
PSY 348	Counseling Theories & Ethics ⁷	3
SFM 440	Care of Souls	3

Unrestricted Electives **15**

Select **15 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

** Other biblical languages may be substituted with approval

³ BIB 113 Old Testament History in previous catalogs

⁴ BIB 114 Poets and Prophets in previous catalogs

⁵ BIB/THE 300+ elective in previous catalogs

⁶ MIN 110 The Jesus Life in previous catalogs

⁷ PSY 340 Principles of Counseling in previous catalogs

CHRISTIAN MINISTRY**Bachelor of Science in Bible and Christian Ministry
with a Youth Ministry 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 9HIS 210 History of American Christianity¹ 3

PHL ____ Philosophy Elective 3

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

Communication, Fine Arts, History, Languages,

Literature, Philosophy 3

Social/Behavioral Sciences 9PSY 110 General Psychology *OR*

SAN 210 Introduction to Sociology 3

SAN 220 Cultural Anthropology 3

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

Cultural Anthropology, Economics, Family Studies,

Geography (excluding Physical Geo), Management,

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 Introductory Christian Service² CRCHR 102 Introductory Christian Service² CRCHR 103 Introductory Christian Service² CRCHR 104 Advanced Christian Service² CRCHR 105 Advanced Christian Service² CRCHR 106 Advanced Christian Service² CRCHR 107 Advanced Christian Service² CR*Enroll every semester of attendance at MCC minus 1***Bible/Theology 33**BIB 115 Israel's Origins³ 3BIB 215 Israel's History⁴ 3

BIB 211 Life & Teachings of Jesus 3

BIB 212 Christian Beginnings 3

BIB 220 Interpretation* 3

BIB 315 Israel's Poets and Prophets⁵ 3

BIB 330 Advanced Interpretation 3

THE 341 Christian Theology 3

THE 342 Practical Theology 3

BIB/THE 400+ Elective 3

BIB/THE 400+ Elective 3

Christian Ministry 33SFM 110 Intro. to Spiritual Formation⁶ 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 Adolescent Culture 3

YMN 310 Bldg Theo & Phil of Youth Min. 3

YMN 410 Current Trends in Youth Min. 3

YMN 425 Youth Ministry Management 3

HOM 310 Expo. Sermon Development 3

MIN 350 Orientation to DFE CR

MIN 451 Directed Field Experience CR

Unrestricted Electives 21Select **21 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

³ BIB 113 Old Testament History in previous catalogs⁴ BIB 114 Poets and Prophets in previous catalogs⁵ BIB/THE 300+ elective in previous catalogs⁶ MIN 110 The Jesus Life in previous catalogs¹ HIS 310 History of American Christianity in previous catalogs² Christian Service in previous catalogs

CHRISTIAN MINISTRY**Bachelor of Arts in Bible and Christian Ministry
with a Youth Ministry 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 <i>or</i> Oral Communication Course (e.g. COM 112)	3
Humanities	9
HIS 210 History of American Christianity ¹	3
PHL ____ Philosophy Elective	3
Select 3 hours from 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 the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology	3
Math/Natural Sciences	3
CIS/Math/Science/Statistics Elective	3
Christian Service	7 CR Max
CHR 101 Introductory Christian Service ²	CR
CHR 102 Introductory Christian Service ²	CR
CHR 103 Introductory Christian Service ²	CR
CHR 104 Advanced Christian Service ²	CR
CHR 105 Advanced Christian Service ²	CR
CHR 106 Advanced Christian Service ²	CR
CHR 107 Advanced Christian Service ²	CR

Enroll every semester of attendance at MCC minus 1

¹ HIS 310 History of American Christianity in previous catalogs

² Christian Service in previous catalogs

Total Hours: 122

Bible/Theology	44
BIB 115 Israel's Origins ³	3
BIB 215 Israel's History ⁴	3
BIB 211 Life & Teachings of Jesus	3
BIB 212 Christian Beginnings	3
BIB 220 Interpretation*	3
BIB 315 Israel's Poets and Prophets ⁵	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 400+ Elective	3
Christian Ministry	33
SFM 110 Intro. to Spiritual Formation ⁶	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 Adolescent Culture	3
YMN 310 Bldg Theo & Phil of Youth Min.	3
YMN 410 Current Trends in Youth Min.	3
YMN 425 Youth Ministry Management	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.

* Logos Bible Software is mandatory for all new students

** Other biblical languages may be substituted with approval

³ BIB 113 Old Testament History in previous catalogs

⁴ BIB 114 Poets and Prophets in previous catalogs

⁵ BIB/THE 300+ elective in previous catalogs

⁶ MIN 110 The Jesus Life in previous catalogs

CHRISTIAN MINISTRY
Bachelor of Science in Bible and Christian Ministry
with a Residency Emphasis

Required Courses		Total Hours: 120				
General Studies	33	Bible/Theology	33			
Orientation	0	BIB 115	Israel's Origins ³	3		
ORN 090	Orientation to MCC Life	CR	BIB 215	Israel's History ⁴	3	
Communication	9	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*	3		
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)	3	BIB 315	Israel's Poets and Prophets ⁵	3		
Humanities	9	BIB 330	Advanced Interpretation	3		
HIS 210	History of American Christianity ¹	3	THE 341	Christian Theology	3	
PHL ____	Philosophy Elective	3	THE 342	Practical Theology	3	
Select 3 hours from the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy	3	BIB/THE 400+	Elective	3		
Social/Behavioral Sciences	9	BIB/THE 400+	Elective	3		
PSY 110	General Psychology OR	Christian Ministry	48	SFM 110	Intro. to Spiritual Formation ⁶	3
SAN 210	Intro. To Sociology	3	MIN 220	Intro. to Teaching & Preaching	3	
Select 6 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology	6	MIN 310	Disciple Making	3		
Math/Natural Sciences	6	MIN 340	Principles of Christian Worship	3		
CIS/Math/Science/Statistics Elective	3	MIN 410	Leadership	3		
Math <i>or</i> Science Elective	3	MIN 430	Pastoral Care & Counseling	3		
Christian Service	7 CR Max	Residency (10 months)	30	MIN 471	Residency Part I	15
CHR 101	Introductory Christian Service ²	CR	MIN 472	Residency Part II	15	
CHR 102	Introductory Christian Service ²	CR	Unrestricted Electives	6		
CHR 103	Introductory Christian Service ²	CR	Select 6 hours from any discipline.			
CHR 104	Advanced Christian Service ²	CR				
CHR 105	Advanced Christian Service ²	CR				
CHR 106	Advanced Christian Service ²	CR				
CHR 107	Advanced Christian Service ²	CR				

Enroll every semester of attendance at MCC minus 1

¹ HIS 310 History of American Christianity in previous catalogs

² Christian Service in previous catalogs

* Logos Bible Software is mandatory for all new students

³ BIB 113 Old Testament History in previous catalogs

⁴ BIB 114 Poets and Prophets in previous catalogs

⁵ BIB/THE 300+ elective in previous catalogs

⁶ MIN 110 The Jesus Life in previous catalogs

CHRISTIAN MINISTRY

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

Required Courses		Total Hours: 122			
General Studies	30	Bible/Theology	44		
Orientation	0	BIB 115	Israel's Origins ³	3	
ORN 090	Introduction to MCC Life	CR	BIB 215	Israel's History ⁴	3
Communication	9	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*	3	
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)	3	BIB 315	Israel's Poets and Prophets ⁵	3	
Humanities	9	BIB 330	Advanced Interpretation	3	
HIS 210	History of American Christianity ¹	3	LAN 221	Elementary Greek I**	4
PHL ____	Philosophy Elective	3	LAN 222	Elementary Greek II**	4
Select 3 hours from the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy	3	LAN 321	Intermediate Greek I**	3	
Social/Behavioral Sciences	9	LAN 322	Intermediate Greek II**	3	
PSY 110	General Psychology <i>OR</i>	THE 341	Christian Theology	3	
SAN 210	Intro. To Sociology	3	THE 342	Practical Theology	3
Select 6 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology	6	BIB/THE 400+	Elective	3	
Math/Natural Sciences	3	Christian Ministry	48		
CIS/Math/Science/Statistics Elective	3	SFM 110	Intro. to Spiritual Formation ⁶	3	
Christian Service	7 CR Max	MIN 220	Intro. to Teaching & Preaching	3	
CHR 101	Introductory Christian Service ²	3	MIN 310	Disciple Making	3
CHR 102	Introductory Christian Service ²	3	MIN 340	Principles of Christian Worship	3
CHR 103	Introductory Christian Service ²	3	MIN 410	Leadership	3
CHR 104	Advanced Christian Service ²	3	MIN 430	Pastoral Care & Counseling	3
CHR 105	Advanced Christian Service ²	3	Residency (10 months)	30	
CHR 106	Advanced Christian Service ²	3	MIN 471	Residency Part I	15
CHR 107	Advanced Christian Service ²	3	MIN 472	Residency Part II	15
<i>Enroll every semester of attendance at MCC minus 1</i>					

¹ HIS 310 History of American Christianity in previous catalogs

² Christian Service in previous catalogs

* Logos Bible Software is mandatory for all new students

** Other biblical languages may be substituted with approval

³ BIB 113 Old Testament History in previous catalogs

⁴ BIB 114 Poets and Prophets in previous catalogs

⁵ BIB/THE 300+ elective in previous catalogs

⁶ MIN 110 The Jesus Life in previous catalogs

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.

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 9Select **9 hours** from the following disciplines:Communication, Fine Arts, Languages,
Literature, History, or Philosophy**Social/Behavioral Sciences 6**Select **6 hours** from the following disciplines:Cultural Anthropology, Economics, Family Studies,
Geography (excluding Physical Geo), Management,
Political Science, Psychology, Sociology**Math/Natural Sciences 3**Select **3 hours** from the following disciplines:Math, Natural Sciences, Statistics, or Computer
Information Sciences

(Many Bachelor's Degrees require College Algebra)

Total Hours: 60**Bible/Theology 12**BIB 115 Israel's Origins¹ 3

BIB 211 Life & Teachings of Jesus 3

BIB 220 Interpretation* 3

THE 341 Christian Theology 3

Christian Ministry Electives 6SFM 110 Intro. to Spiritual Formation² 3Select **1 course** from the following:

MIN 220 Intro Teaching/Preaching 3

MIN 310 Disciple Making 3

MIN 340 Princ. Christian Worship 3

Unrestricted Electives 15Select **15 hours** from any discipline.**Christian Service 3 CR**CHR 101 Introductory Christian Service³ CRCHR 102 Introductory Christian Service³ CRCHR 103 Introductory Christian Service³ CR

* Logos Bible Software is mandatory for all new students

¹ BIB 113 Old Testament History in previous catalogs² MIN 110 The Jesus Life in previous catalogs³ Christian Service in previous catalogs

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 <i>or</i> Oral Communication Course (e.g. COM 112)	3

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

Social/Behavioral Sciences	6
Select 6 hours from the following disciplines: Cultural Anthropology, Economics, Family Studies, Geography (excluding Physical Geo), Management, Political Science, Psychology, Sociology	

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

Unrestricted Electives	
Select 6 hours from any discipline.	

Total Hours: 60

Bible/Theology	12
BIB 115 Israel's Origins ¹ <i>OR</i>	
BIB 215 Israel's History ²	3

BIB 211 Life & Teachings of Jesus <i>OR</i>	
BIB 212 Christian Beginnings	3

BIB 220 Interpretation*	3
THE 341 Christian Theology	3

Psychology	18
PSY 110 General Psychology	3
PSY 220 Human Growth & Development ³	3
PSY 358 Crisis Intervention ⁴	3
PSY 330 Psychopathology ⁵	3
PSY 348 Counseling Theories & Ethics ⁶	3
STA 310 Elementary Statistics	3

Christian Service	3 CR
CHR 101 Introductory Christian Service ⁷	CR
CHR 102 Introductory Christian Service ⁷	CR
CHR 103 Introductory Christian Service ⁷	CR

* Logos Bible Software is mandatory for all new students

¹ BIB 113 Old Testament History in previous catalogs

² BIB 114 Poets and Prophets in previous catalogs

³ PSY 120 Human Growth and Dev. in previous catalogs

⁴ PSY 320 Crisis Intervention in previous catalogs

⁵ PSY 330 Abnormal Psychology in previous catalogs

⁶ PSY 340 Principles of Counseling in previous catalogs

⁷ Christian Service in previous catalogs

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
General Studies 33

Orientation	0	
ORN 090 Intro to MCC Life		CR

Written and Rhetorical Arts 9

Written Communication Course (e.g. COM 111)	3	
Oral Communication Course (e.g. COM 120)	3	
Research-Based Written <i>or</i> Oral Communication Course (e.g. COM 112)	3	

Humanities 9

HIS 210 History of American Christianity ¹	3	
PHL ____ Philosophy Elective	3	
Select 3 hours from the following disciplines: Communication, Fine Arts, History, Languages, Literature, Philosophy	3	

Science/Math 6

Math/Science Elective	3	
STA 310 Elementary Statistics	3	

Social/Behavioral Sciences 9

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

Christian Service 7 CR Max

CHR 101 Introductory Christian Service ²		CR
CHR 102 Introductory Christian Service ²		CR
CHR 103 Introductory Christian Service ²		CR
CHR 104 Advanced Christian Service ²		CR
CHR 105 Advanced Christian Service ²		CR
CHR 106 Advanced Christian Service ²		CR
CHR 107 Advanced Christian Service ²		CR

Enroll every semester of attendance at MCC minus 1

¹ HIS 310 History of American Christianity in previous catalogs

² Christian Service in previous catalogs

Bible/Theology 30

BIB 115	Israel's Origins ³	3
BIB 215	Israel's History ⁴	3
BIB 211	Life & Teachings of Jesus	3
BIB 212	Christian Beginnings	3
BIB 220	Interpretation*	3
SFM 110	Intro. to Spiritual Formation ⁵	3
MIN 410	Leadership	3
THE 341	Christian Theology	3
THE 435	Christian Ethics	3
BIB/THE 300+	Elective	3

Management/Ethics 33

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
MGT 450	Human Resource Mgmt	3
MGT 460	Management Practicum	3

Unrestricted Electives 24

Select **24 hours** from any discipline.

* Logos Bible Software is mandatory for all new students

³ BIB 113 Old Testament History in previous catalogs

⁴ BIB 114 Poets and Prophets in previous catalogs

⁵ MIN 110 The Jesus Life in previous catalogs

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 has been established to use in determining the area of discipline, course structure, organization, and degree of difficulty or sophistication. The letters in the prefix relate to the area of discipline that the course represents. The academic discipline areas at MCC are:

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

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 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 115 Israel’s Origins 3 hours

This course is a survey of the origins of Israel as presented in the Pentateuch (Genesis-Deuteronomy). Students will explore Israel’s foundational narratives, law, rituals, and covenants, considering their theological significance and role in shaping the identity of the people of God.

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 215 Israel's History**3 hours**

This course surveys the history of Israel from the conquest of Canaan through the post-exilic period (Joshua-Esther). Students will examine the rise of Israel's monarchy, the trauma of the exile, and the hope of restoration, interpreting these events within their historical, literary, and theological contexts.

Prerequisites: BIB 115

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 315 Israel's Poets and Prophets**3 hours**

This junior-level course surveys the poetic and prophetic writings of the Old Testament, with primary emphasis on the prophetic books. Students will engage the texts critically, considering literary form, theological message, and socio-historical context, with attention to their relevance for contemporary faith and practice.

Prerequisites: BIB 215

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 degree students must complete three Christian Service projects. Thunder Online students are required to complete three service projects.

CHR 101 Introductory Christian Service**CR/NC**

This course introduces students to Christian service through supervised ministry or community engagement. Students begin exploring their spiritual gifts, reflect on how service contributes to spiritual growth, and make initial connections between service experiences and their academic training.

CHR 102 Introductory Christian Service**CR/NC**

This course introduces students to Christian service through supervised ministry or community engagement. Students begin exploring their spiritual gifts, reflect on how service contributes to spiritual growth, and make initial connections between service experiences and their academic training.

Prerequisite: CHR 101

CHR 103 Introductory Christian Service**CR/NC**

This course introduces students to Christian service through supervised ministry or community engagement. Students begin exploring their spiritual gifts, reflect on how service contributes to spiritual growth, and make initial connections between service experiences and their academic training.

Prerequisite: CHR 102

CHR 104 Advanced Christian Service**CR/NC**

This course deepens the Christian service experience through continued supervised ministry or community engagement. Students implement their spiritual gifts in meaningful service, evaluate how service contributes to spiritual growth, and analyze how service experiences integrate with their academic training and future ministry or professional service.

Prerequisite: CHR 103

CHR 105 Advanced Christian Service**CR/NC**

This course deepens the Christian service experience through continued supervised ministry or community engagement. Students implement their spiritual gifts in meaningful service, evaluate how service contributes to spiritual growth, and analyze how service experiences integrate with their academic training and future ministry or professional service.

Prerequisite: CHR 104

CHR 106 Advanced Christian Service**CR/NC**

This course deepens the Christian service experience through continued supervised ministry or community engagement. Students implement their spiritual gifts in meaningful service, evaluate how service contributes to spiritual growth, and analyze how service experiences integrate with their academic training and future ministry or professional service.

Prerequisite: CHR 105

CHR 107 Advanced Christian Service**CR/NC**

This course deepens the Christian service experience through continued supervised ministry or community engagement. Students implement their spiritual gifts in meaningful service, evaluate how service contributes to spiritual growth, and analyze how service experiences integrate with their academic training and future ministry or professional service.

Prerequisite: CHR 106

COMPUTING AND INFORMATION SYSTEMS (CIS/CC)**CIS 110 Digital Communication and Literacy****3 hours**

This course equips students with essential digital skills for effective communication and responsible technology use in academic, personal, and professional settings. Students will explore operating systems, productivity tools, cloud collaboration, cybersecurity, and emerging technologies, including artificial intelligence, through hands-on activities and group projects. The course emphasizes practical application, critical evaluation of digital content, and ethical decision-making in digital environments.

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 on 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 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 and related algorithms. More focus is placed on formal software development methods and software engineering fundamentals. The course also includes an introduction to requirements of analysis processes that provide 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 experience 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 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 210 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.

*(Previously HIS 310 History of American Christianity)***Prerequisite: Sophomore Status**

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 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 mission's 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 211 Elementary Hebrew I****4 hours**

This course introduces biblical Hebrew prose, emphasizing the alphabet and vowel pointing, basic grammar and syntax, strong verb forms, and essential vocabulary. Students will begin developing the skills necessary to read and translate passages from the Hebrew Old Testament.

Recommended: COM 111, COM 112

LAN 212 Elementary Hebrew II**4 hours**

This course is a continuation of LAN 211, providing further study of biblical Hebrew grammar, morphology, and vocabulary. Emphasis is placed on parsing, translation of extended passages, and the introduction of weak verb forms.

Prerequisite: LAN 211

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 hour**

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 priorities within these goals, and building a positive self-concept. This process will allow the goals and priorities to be realized.

MGT 201 Principles of Financial Accounting 3 hours

This course introduces students to the fundamental principles and practices of financial accounting. Students will learn to record, classify, and summarize business transactions and prepare financial statements in accordance with Generally Accepted Accounting Principles (GAAP). Topics include the accounting cycle, merchandising operations, internal controls, receivables, inventories, fixed assets, and liabilities through hands-on exercises and real-world business applications.

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 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.

Prerequisite: Junior Status

MATH (MAT)**MAT 100 College Algebra****3 hours**

This course is a study of 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 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 develop 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) [OBJ] 3 hours

This course is a 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 develop 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) [OBJ] 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 develop 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 students for academic success.

ORN 050 Money, Mistakes and Tomorrow**0 hours**

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 by Credit/No Credit with a minimum threshold of 70% points earned for credit to be awarded.

ORN 090 Introduction to MCC Life**0 hours**

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 by 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 hours

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 by 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 introduces students to the scientific study of behavior and mental processes. Students examine major psychological theories, historical perspectives, and core subfields within psychology while learning to apply basic scientific reasoning to psychological questions and claims. The course emphasizes ethical awareness, APA-style communication, and the integration of psychological science with faith-informed values.

PSY 220 Human Growth & Development**3 hours**

This course examines human development across the lifespan from prenatal development through late adulthood. Students explore physical, cognitive, social, emotional, and spiritual dimensions of development through major developmental theories and empirical research. The course emphasized cultural context, ethical awareness, and the application of developmental psychology to individuals, families, and communities, preparing students for advanced coursework in psychology, counseling, and related fields.

(Previously PSY 120 Human Growth & Development)

Recommended: PSY 110

PSY 230 Marriage & Family Relationships**3 hours**

This course examines marriage, family, and singleness through psychological, sociological, and biblical perspectives. Students explore factors that shape relationship formation, communication, conflict, parenting, family systems, and family transitions across the lifespan. The course emphasized the diversity of relationship experiences, applies research-based perspectives on family functioning, and engages students in practical applications that promote healthy relationships and human flourishing.

(Previously FST 310 The Family)

Recommended: PSY 110

PSY 310 Research Methods in Psychology**3 hours**

The course introduces students to the principles and practices of psychological research. The course emphasizes understanding the scientific method, research design, data collection, ethics, and interpretation of findings. Students develop skills in evaluating psychological research, designing basic studies, and communicating results in APA style. The course prepares students for advanced psychology coursework and supports their readiness for graduate study and professional roles.

Prerequisite: PSY 110

PSY 330 Psychopathology**3 hours**

This course explores how psychological disorders develop, how they affect daily life, and how they are understood and treated within contemporary psychology. Students examine major forms of psychopathology using scientific research, case examples, and real-world applications. The course emphasizes critical thinking, ethical awareness, and integration of psychological science with faith-informed perspectives, preparing students for advanced study and helping professions.

(Previously PSY 330 Abnormal Psychology)

Prerequisite: PSY 110

PSY 345 Positive Psychology**3 hours**

This course explores the scientific study of human strengths, well-being, and flourishing. Positive psychology emphasizes topics such as happiness, character strengths, resilience, optimism, meaning, and positive relationships. Students will examine research on positive psychological processes and consider applications for education, work, health, and everyday life. **Prerequisite: PSY 110**

PSY 348 Counseling Theories & Ethics**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.

(Previously PSY 340 Principles of Counseling)

Prerequisite: PSY 110

PSY 350 Social Psychology**3 hours**

This course examines how individuals think, feel, and behave in social contexts, with particular focus on the influence of others and the power of the situation. Core topics include social perception, attitudes and persuasion, conformity and obedience, group processes, prejudice and discrimination, interpersonal attraction and relationships, aggression, prosocial behavior, and cultural influences. Students will explore major theories and research findings in social psychology and apply them to everyday life and contemporary issues.

Prerequisite: PSY 110

PSY 355 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 358 Crisis Intervention**3 hours**

This course focuses on providing care for individuals experiencing crisis and trauma. The course integrates psychological theory, ethical practice, and applied skill development to guide effective and responsible care. Students analyze crisis and trauma responses across diverse situations and apply evidence-informed strategies appropriate for ministry, community, and applied psychology contexts. The course emphasizes assessment, immediate support, ethical decision-making, referral, and personal awareness while recognizing professional boundaries and scope of practice

(Previously PSY 320 Crisis Intervention)

Prerequisite: PSY 110

PSY 360 Cognitive Psychology**3 hours**

This course examines the scientific study of human thought processes and their relationship to experience and behavior. Core topics include perception, attention, memory, language, reasoning, problem-solving, and decision-making. Students will explore how these processes are studied through psychological research methods and how they apply to everyday life, learning, and human flourishing.

Prerequisite: PSY 110

- PSY 365 Industrial/Organizational Psychology 3 hours**
 This course applies psychological principles to the study of work and the workplace. Industrial psychology emphasizes job analysis, personnel selection, training, and performance evaluation. Organizational psychology examines motivation, job attitudes, stress and well-being, leadership, group processes, and organizational development. Students will explore theory, research, and practical applications related to employee performance, satisfaction, and organizational effectiveness. **Prerequisite: PSY 110**
- PSY 375 Health and Sport Psychology 3 hours**
 This course examines psychological principles related to health, wellness, and human performance. Health psychology explores the biopsychosocial model of health, stress and coping, health behaviors, and the role of psychology in illness prevention and treatment. Sport psychology applies psychological theories to athletic performance, motivation, team dynamics, and mental skills training. Students will integrate theory and research with real-world applications to deepen their understanding of how psychological factors influence physical well-being and performance.
Prerequisite: PSY 110
- PSY 385 Psychology and Religion 3 hours**
 This course examines the relation between psychology and religion, exploring how religious beliefs, practices, and experiences intersect with human thought, emotion, and behavior. Topics may include theories of religious development, psychological perspectives on spirituality, religious coping mechanisms, the psychology of conversion, and the role of faith in mental health and overall well-being. Students will evaluate psychological research on religion and spirituality, considering the implications for personal growth and cultural understanding.
Prerequisite: PSY 110
- PSY 448 Lab Experiences in Counseling 3 hours**
 This course provides a supervised, supportive environment in which students practice and refine counseling skills through authentic helping interactions. Students apply concepts and techniques from prior coursework to real-life issues presented by peers in a confidential setting. The course emphasizes professional presence, self-awareness, and ethical sensitivity as students integrate theory, skills, and structured feedback
(Previously PSY 443 Lab Experiences in Counseling)
Prerequisite: Senior status, PSY 348 (Recommended).
Concurrent enrollment in PSY 458 Applied Counseling Techniques
- PSY 458 Applied Counseling Techniques 3 hours**
 This course emphasizes the applied integration of counseling skills within theoretical, ethical, cultural, and faith-informed frameworks. Students engage in advanced case analysis, skills practice, and reflective evaluation to strengthen counseling competence, professional judgment, and self-awareness. The course focuses on synthesizing counseling theory, ethical responsibility, and worldview in preparation for graduate study or entry-level helping roles.
(Previously PSY 444 Advanced Counseling Techniques)
Prerequisites: Senior status; PSY 348 (Recommended).
Concurrent enrollment in PSY 448 Lab Experience in Counseling
- PSY 465 Applied Psychology Practicum 3 hours**
 This course provides students with opportunities to apply psychology concepts to real-world issues through supervised projects, campus-based experiences, or approved community involvement. Students engage in observation, analysis, and reflection that integrate classroom learning with professional and ethical practice.

Activities may include program evaluation, service-learning, applied research, or other projects that demonstrate the practical use of psychology in educational, organizational, health, or community settings. The practicum emphasizes communication, teamwork, ethical awareness, and professional readiness.

Prerequisites: PSY 310 Research Methods in Psychology and at least one applied psychology course; senior standing or permission of instructor.

PSY 468 Counseling Practicum 3 hours

This course provides supervised experience in a setting related to counseling, psychology, or human services. Students observe, participate in, and reflect on professional practice while connecting classroom learning to real-world contexts. The practicum emphasizes professional behavior, ethical awareness, and self-reflection, helping students clarify their interest and preparedness for future graduate study or vocational roles in counseling and related fields.

Prerequisites: Psychopathology and Counseling Theories & Ethics; senior standing or permission of instructor. Recommended: Crisis Intervention and Applied Counseling Techniques

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

Nonprofit Ministry

NPM 210 Movements in Justice Missions 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.
(Previously SJU 320 History of Social Justice)

Prerequisite: THE 343

NPM 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.
(Previously SJU 440 Social Justice Practicum)



Prerequisites: THE 343, NPM 210, THE 435

SPIRITUAL FORMATION (SFM)

SFM 110 Introduction to Spiritual Formation 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. An emphasis is placed on how to grow in that relationship with Christ.
(Previously MIN 110 The Jesus Life)

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 The Practice of Spiritual Disciplines 3 hours
 This senior-level course provides a theological and practical examination of the Christian spiritual disciplines as means of grace and formation. Students will analyze contemporary applications of disciplines such as prayer,

meditation on Scripture, fasting, Sabbath, and silence and solitude. Emphasis is placed on integrating spiritual disciplines into daily life to foster spiritual maturity and attentiveness to God. Students will critically reflect on their own spiritual practices and develop sustainable practices for personal formation.

(Previously SFM 410 Spiritual Disciplines and Retreats)

Prerequisite: Senior Level

SFM 440 Care of Souls 3 hours

This course explores the biblical, theological, and practical foundations of soul care, with a specific focus on Jesus as the primary soul care provider. Using the principles Jesus demonstrated in the New Testament, students will examine how Jesus provided personalized care for those He encountered. A unique aspect of the course is the emphasis on examining the practice of historical Spiritual Direction and on discerning the Holy Spirit's direction.

(Previously SFM 440 Spiritual Mentoring & Soul Care)

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 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, Justice, and the Human Person 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, with a focus on how Scripture calls for the pursuit of justice in human relationships and communities – especially toward the vulnerable, oppressed, and marginalized.

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 240 Worship Design and Leadership**3 hours**

Worship Design and Leadership introduces students to the practical work of planning and leading corporate worship gatherings. Students will learn how to design cohesive and theologically rich worship sets, prepare teams and services, integrate key production tools, and lead with pastoral awareness. The course combines theological reflection with hands-on skill development, helping students grow as thoughtful and capable worship leaders.

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 examines key theological and philosophical frameworks that shape individual beliefs and the practice of youth ministry. Students will evaluate major ministry perspectives and develop their own theologically grounded approach. Throughout the semester, students will craft, articulate, and apply personal ministry philosophies to real-life contexts within youth ministry.

YMN 410 Current Trends in Youth Ministry**3 hours**

This senior-level course assesses current youth ministry methodologies, enhanced through field experience at a youth ministry conference. Particular focus is given to interpreting cultural trends influencing adolescents and volunteers, while cultivating emotional intelligence as a core competency for a biblical and contextual response.

Course Lab Fee: \$25 (includes conference, assessment, and workbook)

YMN 425 Youth Ministry Management**3 hours**

As a capstone experience for senior students, this course integrates the theory and practice of children's and youth ministry leadership. Emphasis is placed on administrative planning, organizational management, and contextual problem-solving, with a focus on ministry dynamics specific to serving children, adolescents, and their families.

Prerequisites: 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

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Wichita, KS

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Manhattan, KS

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Garden City, KS

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Springfield, MO

Kenny McDonald, Retired Application Sales Consultant and Regional Partner Manager, AT&T
Oklahoma City, OK

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Tonganoxie, KS

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.