Galilee School of Theology
school catalog

09/ 01/ 2011 – 08/ 31/ 2013

Galilee School of Theology (GST)
&
Galilee School of Theology Language Center (GSTLC)
1000 Venice Blvd. Los Angeles, CA 90015
Tel: 213-746-1004 Fax: 213-746-5004
Email: gstla@aol.com
www.gstlcedu.com

A. Statements to Students:

► This institution is a private school that is approved to operate by the Bureau for Private Postsecondary Education, known as the BPPE or the Bureau.

► As a prospective student, you are encouraged to review this catalog prior to signing an *enrollment agreement*. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

► Any questions a student may have regarding this catalog that have not been **satisfactorily** answered by the institution may be directed to the Bureau for Private Postsecondary Education at: P.O. BOX 980818 West Sacramento, CA 95798-0818; the web address is: www.bppe.ca.gov, the phone number is 916-431-6959, and the fax number is 916-263-1897

► A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by contacting the BPPE at

Department of Consumer Affairs
Bureau for Private Postsecondary Education (BPPE)
P.O. BOX 980818
West Sacramento, CA 95798-0818

Toll Free Phone Number:	**888-370-7589**
Telephone Number:	**916-431-6959**
Fax Number:	**916-263-1897**
Web Address:	**www.bppe.ca.gov**
E-Mail:	**bppe@dca.ca.gov**

or by completing a complaint form, which can be obtained on the Bureau's Internet Web site www.bppe.ca.gov.

*APPROVAL DISCLOSURE STATEMENT

The School was granted institutional approval from the BPPE (Bureau for Private Postsecondary Education) pursuant to California Education Act of 2009. The Bureau's approval means that the institution and its operation comply with the standards established under the law for occupational instruction by private postsecondary educational institutions. Institutional approval must be re-approved every three years and is subject to continuing review.

*Approval to operate indicates compliance with minimum state standards and does not imply any endorsement or recommendation by the state or by the Bureau.

STATEMENTS to STUDENTS

►Galilee School of Theology and Language Center are located at 1000 Venice Boulevard, Los Angeles, CA 90015, Tel. (213)746-1004. All classes are offered at this location.
► GST offers six levels of English instruction (ESL). Please see pages 17–20 for information regarding the ESL program.
► All Intensive English classes at GST Language Center are taught in English only, as the primary purpose of the ESL program is to teach English to non-native English Speakers.
► All Theology classes are taught in English and Korean. Most texts are written in English.

RETENTION of RECORDS

All student academic records are maintained on campus in both hard copies and in the school′s secure cloud files while students are active in school. Upon graduation all student academic files are maintained in the schools′ file management program in cloud technology.

All student financial files are maintained on campus in both hard copies and in the school′s secure cloud files while students are active in school. Upon graduation all student financial files are maintained in the schools′ file management program in cloud technology for a maximum of ten years.

STATEMENT ON BANKRUPTCY

This school **does not** have any pending petition in bankruptcy, **is not** operating as a debtor in possession, and **has not** filed a petition within the preceding five years, nor has it had a petition in bankruptcy filed against it with the preceding five years that resulted in re-organization under Chapter 11 of the U.S. Bankruptcy Code

STATEMENT on FEDERAL and STATE Financial Aid

This institution does not participate in TITLE IV funding and offers no Federal or State Financial Aid Programs.

STATEMENT Regarding Student loans

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.
This institution does not offer any loans of any kind.

TABLE OF CONTENTS

A. Statements to Students··· 2-3

§1. GENERAL INFORMATION ABOUT GALILEE SCHOOL OF THEOLOGY··· ··· .8

1. Founding Philosophy··· 8
2. History··· 8
3. Mission Statement, Objectives and Expected Outcomes.....8
4. Methods and Languages of Instruction ··· 9
5. Academic Freedom ··· .11
6. School Location, Facilities and Equipment··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· .11
7. Hours of Operation··· ..11
8. Ownership ··· ...11
9. Governance··· . 12
10. Articulation Agreement··· ...12

§2. ADMISSIONS ··· 12

1. General Admissions Policy··· . 12
   1-1. International Admissions Policy··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· 12-13
2. General Standards··· 13
3. Application Process··· ..14
   Theology Program··· .··· 14
   ESL Program··· .··· 14
4. English Proficiency Requirements··· ...14
5. Transfer of Credit··· .15
6. Transfer Credit Evaluation··· ...15
7. Transcripts··· 16
8. Scholarships and Grant policies··· 16

§3. ACADEMICS ··· 18

1. General Overview of Two Divisions of Programs: Theology & ESL··· ··· ··· ··· ··· ··· ··· ··· 18
   1-1. For Division 1, Theology Programs··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· .18
   1-2. For Division 2, IEP Program··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· 19
2. Class Scheduling··· .19
3. Faculty and Curriculum··· ...19
4. ESL Program Information··· ...19
   4-1. Message from the Director··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ...19
   4-2. Overview··· ..20
   4-3. Admission and Placement··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· 20
   4-4. Admission Requirement for ESL Program··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ...21
   4-5. Program Completion and Galilee School of Theology Graduate ··· ··· ··· ··· ··· 21
   4-6. ESL Course length··· 21
   4-7. ESL Class schedule··· .. 21

4-8. ESL Curriculum··· .21
4-9. Program Outline··· 22
4-10. ESL Tuition Costs··· ...22
4-11. Books··· ..22
5. Policy and Program Modification··· ...22
6. Books and Supplies··· .23
7. Attendance··· ..23
7-1. Maintaining Status of International Students··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· 23
7-2. Attendance Probation··· .23
7-3. Attendance Requirements··· ..23
8. Leave of Absence ··· ..24
9. Re-entry Policy··· ...24
10. Effects of Leave of Absence on Satisfactory Academic Progress··· ··· ··· ··· ··· ··· ··· ··· ··· 24
11. Grading Policies··· 24
12. Grade Point··· ...25
13. Make-up Work··· ..25
14. Satisfactory Academic Progress Requirement··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ..25-26
14-1. Academic Progress
14-2. Requirements
14-3. Unsatisfactory Academic Progress Requirement
15. Probationary Status··· 26
16. Program Changes··· ...26
17. Audit to Credit··· 27
18. Repetitions··· ..27
19. Course Challenge Examination··· ..27
20. Summary of Termination/Reinstatement Policies··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ..28
21. Reinstatement Policy··· ..28
22. Expulsion··· 28
23. Withdrawal Policy··· ..28
24. Appeals Process··· ..28
25. Student Records··· ..29
26. Family Educational Rights and Privacy Act··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ...29
27. Graduation Requirements··· ...30

§4. STUDENT SERVICES and POLICIES··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· 31
1. Student Orientation··· ..31
2. Hours··· 31
3. Holidays··· ...31
4. Maintenance of School Facility··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· 31
5. Parking··· .32
6. Medical, Dental, Psychological Care··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ...32
7. Child Care··· 32
8. Pregnancy··· 32

9. Current Student Information··· 32
10. Visitors··· 32
11. Telephone··· 32
12. Photo Release··· ..32
13. Academic Advising sessions··· 32
14. Library Facilities··· ..33
15. Career/Placement Services··· ...33
16. Housing Information··· 33-35
17. Dress Code··· .35
18. Conduct··· ..35
19. Sexual Harassment··· 36
20. Student Responsibilities and Rights··· . .37
21. Substance Abuse Prevention Policy··· ...37
22. Student Grievance Procedures··· 37
23. Definition··· 38-39
24. Crime Statistics Report··· ...40
25. Study Groups··· ..40
26. Student Activities and Programs··· .40
27. Academic Achievement Recognition··· .40

§5. FINANCIAL POLICIES ··· ...41

1. Financial Assistance··· 41
2. Student Budget··· 41
3. Payment Method··· .41
4. Tuition and Fees··· ..41-42
5. Student Tuition Recovery Fund ··· ..42-43
6. Books··· ...43
7. Course Challenge Fee··· ..43
8. Returned Check··· ...43
9. Cancellation of Agreement & Refund··· .44
10. Withdrawal and Refunds··· 44
11. Determination of the Withdrawal Date··· ..45
12. Unsatisfactory Financial Progress Requirement··· .45

§6. PROGRAM DESCRIPTIONS ··· ..45

1. Theology Program Overview··· ..45
2. Theology Program Descriptions··· ..46
   1) Master of Divinity
   2) Master of Sacred Theology
   3) Doctor of Ministry
   4) Doctor of Sacred Theology
3. Theology Course Descriptions.....48-67
   1) Three Areas
   2) Numbering of Courses
   3) Course Description

4. ESL Program and Course Descriptions.....68
5. Distance Learning ··· .69
6. Language requirements··· ..69

§7. ACADEMIC CALENDAR··· ..70-73

§8. DISCLOSURE STATEMENT··· 74

§9. ADMINISTRATIONS, STAFF & FACULTY··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ··· ..75-77

1. Administrations
2. Governing Body
3. Division 1 (Theology / Graduate Program) Faculty
4. Adjunct Faculty
5. Division 2 (ESL Program) Faculty
6. Advisory Board
7. Staff

§10. MAP & DIRECTIONS ··· .78

§1. GENERAL INFORMATION ABOUT GALILEE SCHOOL OF THEOLOGY

1. Founding Philosophy

Galilee School of Theology was founded on the religious tradition of Christianity and animated by the educational vision of Dr. Jeremy J. Hong. In August, 1978 Dr. Jeremy J. Hong came to the US in order to find out the uniqueness of Christianity. After completion of his studies at SMU & Emory Universities he arrived at the point that the core of Christianity is the life and vision of the Galilean Jesus. According to his faith the vision of Jesus could be implemented here on the earth, and thus it could be "sensible" for any person to live his/her life up as Jesus did. After more than 20 years of teaching experiences in Seoul, Korea and in Southern California he migrated to another chapter of theological thinking. He believes that we are in serious need of a new paradigm of theological education focusing on a *Sensible Christian message, Social credibility of Christian life, and User-friendly values in orientation.* Today the Galilee School of Theology is in the educational frontline, and this consists of Two Divisions: Theology and an Intensive English Program.

2. History

The Non Profit Religious Organization, *Jesus Academy*, was incorporated in Los Angeles, California on June 24, 2003 with the motto, "*Meet the Galilean Jesus*," and then the school started to offer various forms of theological studies to the public, to students, and to ministers' group.

The Galilee School of Theology is a team enterprise comprised of students, office staff, instructors, directors, and training partners within the community – all working together. We provide quality, affordable training and education, and we strive to accommodate working students' busy lifestyles by providing convenient schedules, with classroom and independent instruction provided by experienced instructors. The Galilee School of Theology assists individuals in learning new skills, enhancing previously obtained skills, and/or making a career change.

3. Mission Statement, Objectives and Expected Outcomes

Mission Statement

Galilee School of Theology equips students to grow as friends of the Galilean Jesus, prepared to serve the church in the world with passion and integrity.

Educational Objectives

Galilee School of Theology assists students in:

- Constructing their personal vision revealed in the Galilean Jesus;
- Preparing for ordained ministry in the church and for the world, through classroom studies and field experiences in a variety of cultural settings;
- Cultivating the ability to communicate the gospel through witnessing, representing and cooperation in the multiform of bio world;
- Acquiring linguistic confidence in speaking, listening, comprehending, and writing in English.

Expected Educational Outcomes

The curricula and activities are designed to aid in developing spiritually matured leaders who are intellectually informed vocationally skilled, and most importantly, compassionately committed for witnessing the sensible and soft gospel throughout the world by focusing in the following area:

Intellectual Discernment Power

To an intelligent is required for a person to raise a fitting question to the situation, to make a wise distention among options, and to be courageous toward one's own discernment.

Spiritual Openness Development

As an essential preparation for Christian ministry and service, it is designed to foster spiritual maturity in the vision of Jesus Christ.

Comprehensive Theological Studies

Galilee School of Theology guides students to form their own thinking in implanting the vision of the Galilean Jesus through rigorous study of the Bible and Christian traditions.

Professional Preparation

Galilee School of Theology courses prepare the graduates for a wide variety of Christian ministry applications by developing vocational competence, effective communication skills as well as successful teaching skills especially in the following areas:

(1) Develop A high level of professional competence to be an:
ordained minister, evangelist, teacher, and missionary worker, growing out of the mastery of an in-depth knowledge of the biblical, historical, and theological dimensions of Christian faith that are relevant for the bio friendly world.
(2) Leadership skills necessary for effective communication, management, and interpersonal counseling.
(3) Teaching skills needed to inspire, equip, and involve the laity in Christian services.

4. Method and Languages of Instruction

Method of Instruction

Galilee School of Theology applies its philosophy of education using classroom instruction and directed instruction. The same courses are taught, but the method of delivery is adjusted to provide instruction to students with a variety of needs, learning styles, and lifestyles.

Classroom Instruction

Classroom instruction is the basic instructional method at Galilee School of Theology. It provides the proven advantages of immediate response, group discussion, spontaneity, and student interaction. Many students enjoy classroom instruction because of the insights of instructors.

Supervised & Directed Study
Directed study is given with the permission of the Academic Dean and is reserved for students who have earned the right to do such study through the discipline of faithfulness in classroom study. Once approved, the student must arrange with a professor to conduct the course.

A directed study syllabus is provided for such courses and includes deadlines for meeting course requirements. The level of work will be at the same academic level as the classroom course. The professor will set requirements equivalent to those set for classroom instruction including attendance, schedule, assignments, examinations, and papers and projects. Students must have a GPA of 2.5 or higher to qualify for directed study. Directed study is available in both English and Korean and is similar to home-study. All financial arrangements must be satisfied before the student is registered for the course.

Degree Completion Format
Most on-campus courses taught at Galilee School of Theology use a degree-completion format offered in ten week modules.

This degree completion program is designed to provide working adults (ministers) with a scheduling format that is more conducive to their lives, thereby providing a stronger possibility of graduation. The program is designed in a cohort format which provides opportunities for networking, as well as an environment where shared interests, knowledge and skills enhance the entire learning experience. The degree will be in an area of theology: Master levels and Doctoral levels.

Features are as follows:

One-on-one advising and program counseling
Courses taught by Galilee School of Theology faculty
Convenient evening and weekend scheduling format
Networking opportunities with other professionals in a team learning environment

Languages in Instruction
Galilee School of Theology desires to provide quality Christian education to as many ethnic/language groups as resources allow. In 2004, *Jesus Academy* (the foundation of Galilee School of Theology) became aware of the desire among evangelical Koreans to pursue theology courses for credit. To meet the need, most of the Galilee School of Theology instructors are bilingual (English and Korean). Yet all of the graduate program applicants are required to demonstrate their English Proficiency or to attend the English as a Second Language program offered by the Galilee School of Theology.

5. Academic Freedom

Galilee School of Theology stands for academic freedom in the tradition of democratic spirit, and to encourage creative thinking of the students as well as the faculty members of Galilee School of Theology. Therefore, the students and the faculty members are assured of the following academic freedom without fear of interference or penalty from the administration:

Students must also have the Freedom to express views on social, political, scientific, philosophical, ideological, or religious concerns in or outside of the classrooms, as long as they believe it would advance understanding in their specialized subject of study.

Yet all the participants of Galilee School of Theology should respect that Galilee School of Theology is a Christian community of faith with enlightenment and intelligence.

6. Locations, Facilities, and Equipment

The Main Campus of Galilee School of Theology is located at 1000 Venice Boulevard, Los Angeles, California, 90015. The campus is easily accessible by the 110 and 10 (West) freeways, as well as by the Los Angeles metro bus system. The school is close to the famous Staples Center and Nokia Theatre. There are numerous restaurants, markets, and shopping centers.

Occupying a space of more than 6, 500 square feet, the atmosphere and design of the facility is conducive to learning. The Galilee School of Theology has a chapel, a library, a student lounge, Theology and ESL class rooms, a computer lab and student parking.

All classrooms are fully equipped with student desks, an instructor' s desk, a board. All classrooms are well lit and provide a sound learning environment. The school library is filled with thousands of volumes on theology, English language texts, a computer for student research, tables and chairs, periodicals, and a wide variety of research materials.

Galilee School of Theology is in full compliance with all state and local ordinances and regulations, including those requirements regarding fire, building safety, and health.

7. Hours of Operation

Campus Administrative Office Hours are: Monday to Friday 9:00 A.M. to 6:00 P.M.

Instruction Hours:

Monday through Friday	Day classes 9:00 A.M. to 1:00 P.M. Afternoon classes 1:30 P.M. to 5:30 P.M, Evening classes 6:00 P.M. to 10:00 P.M.

8. Ownership

Galilee School of Theology is a private postsecondary Theological Educational institution with a comprehensive English Language Program. It is organized and operated as a California, Non-profit Corporation by Jesus Academy.

9. Governance
The Board of Trustees is responsible for the governance of Galilee School of Theology. Trustees meet regularly to ensure accountability of Galilee School of Theology to its students and constituencies. The Board of Trustees appoints a School President to provide overall leadership and a Chief Operating Officer to administer the day-by-day operations for Galilee School of Theology.

10. Articulation Agreements
Galilee School of Theology does not currently have articulation agreements with other institutions.

§ 2. ADMISSIONS

1. General Admissions Policy
Potential applicants are to contact the admission office at Galilee School of Theology by visiting the institution and meeting with an Admissions Representative. The representative will give a tour of the campus, provide detailed information on the institution's programs and policies, discuss the applicant's qualifications, and assist him/her in determining the best way to meet his/her career objectives. The applicant will also meet with a Financial Services representative to discuss tuition. If an inquiry is made by phone, the Admissions Representative will provide brief information about the programs, and invite the applicant to visit the school.

1.1 International Student Admissions

GST is authorized under Federal Law to enroll non-Immigrant alien students.
All international students who apply for the I-20 must have proof of financial stability in order to enroll at GST & Language Center. International students can apply through the Admissions Office for all necessary paperwork or on-line at the school's web site: www.gstlcedu.com

In order to study at GST/GSTLC a foreign student must first obtain a student visa from their local U.S. Embassy or Consulate. In order to obtain a student visa, the student must first register at GST and provide the school with a completed I-20 Application, $125 non-refundable Registration Fee, and proof of financial support. Upon receiving the required documents, GST will issue you a completed I-20 with an Acceptance Letter. You must then take the I-20 and SEVIS I-901 fee receipt to your local embassy or consulate with your supporting financial documents.

Before a U.S. Consul or Embassy will grant you a student visa, you must prove that you will have sufficient funds to meet all your expenses while studying the U.S. Unless you show written evidence of having financial support for the entire time needed to complete your program, you will not be granted a student visa.

As of October 7, 2008 U.S. Immigration and Customs Enforcement and SEVIS have changed the policy for F-1 Visas, requiring a fee of $200 (SEVIS Form I-901 fee). You can pay at https://www.fmjfee.com/index.jhtml. This payment will have to be made before you attend your interview with the U.S. Consulate.

For more information on student visas, please visit the U.S. Department of State website:
http://travel.state.gov/visa/temp/types/types_1268.html

Please feel free to contact our admissions office for further questions.

To complete the Form I-901, you need one of the following documents:

The most recent Form I-20, Certificate of Eligibility of Nonimmigrant Student Status, issued by Student and Exchange Visitor Program (SEVP)-approved school you plan to attend.

Or

The most recent Form DS-2019, Certificate of Eligibility for Exchange Visitor (J-1) Status, issued by the exchange visitor program you plan to participate in.

2. General Standards

Applicants are evaluated on the basis of academic abilities, personal and professional goals, character, and Christian commitment.

Special Student Policy

For those applying to The Master of Sacred Theology and Master of Divinity program applicants without an accredited bachelor's degree:

Galilee School of Theology has always been focused on helping students develop two capabilities: a vision for the Gospel and a passion for scholarship. If you are considering a program in Galilee School of Theology you can be certain an education at Galilee School of Theology is grounded in Christian faith and built on a solid foundation of academic study.

If you desire to explore a genuinely Christian ways to use your talents and skills in an academically challenging and spiritually maturing environment, we invite you to apply to

Master of Sacred Theology and Master of Divinity program applicants whose gifts and calling have been verified by the church but who have not earned an accredited bachelor' s degree may be considered for admission to a Galilee School of Theology master's program as Special Students. Candidates for admission as Special Students are required to demonstrate a readiness for success in a graduate course of studies at Galilee School of Theology. In addition, applicants must demonstrate at least 12 years of work experiences subsequent to the completion of a high school diploma and at least 3 years of full-time vocational ministry or at least five years of significant part-time ministry.

Special Students are initially admitted on probation, but may eventually be removed from probation and Special Student status if they achieve student in good standing status.

3. Application Process

For Graduate (Theology) Programs

A completed and signed Application for Admission Form
Enrollment Agreement
Recommendation Letters (3)
Copy of College level and Master level (if applicable) official transcripts
An Essay (Personal and Religious Background with Vision Statement)
College level transcript which indicates Bachelor degree is granted.
Master level (if applicable) official transcript indicates degree is granted.
Declaration of Financial Support
Non-refundable Application Fee $50.00

For English as a Second Language Program

Complete an Application File, including:

A completed and signed Application for Admission Form
Enrollment Agreement
Recommendation Letter (1)
Copy of high school diploma and official transcript
Placement Test Result
Declaration of Financial Support
Non-refundable Application Fee $50.00

International Applicants

If you are a Permanent Resident of the United States, you must submit a copy of your Permanent Resident Card (Green Card) to the Office of Admissions. No Declaration of Financial Support is required.

4. English Proficiency Requirements

Applicants for Graduate (Theology) Programs are required to demonstrate English Proficiency.

If English is not the student' s native language, the student may be required to take the Test of English as a Foreign Language (TOEFL). The following scores are required for non-native English speakers applying to Theology programs at Galilee School of Theology: **TOEFL 500**.

If a Graduate program applicant recently earned a Bachelor's or Master's degree from a recognized institution where English was the language of instruction, he or she may submit a written request to the Admissions Committee explaining why he or she should be excused from taking the TOEFL.

The school reserves the right to require English testing and/or support classes if your application materials and interviews indicate that your level of English proficiency may not be sufficient for theological studies. In addition, faculty at Galilee School of Theology may require students to take English support classes if students appear to be having difficulty in their studies. This is for your benefit. Galilee School of Theology offers top level English as a Second Language courses with a reputation for academic excellence. Your ability to communicate in English will be important for success in your studies at Galilee School of Theology.

5. Transfer To and From Other Institutions

Applicants who have attended theological seminaries in the United States or abroad may be given credit for the courses that are comparable to the courses offered at Galilee School of Theology, provided that the grades received are "C" or higher, and have been earned at institutions approved by the appropriate regulatory or accrediting agency recognized by the U.S. Department of Education. In awarding transfer credits, the following guidelines will apply:

- Courses are substantially comparable to those offered at Galilee School of Theology.
- The maximum number of transfer credits accepted by Galilee School of Theology is subject to the limit set forth by the California Regulatory Agency, in compliance with the current education code.

6. Transfer Credit Evaluation

Credits earned at other institutions will be evaluated using the following criteria:
Transcript copies must be forwarded to the Office of Admissions for evaluation.
Only those courses that are substantially comparable to Galilee School of Theology courses will be considered for evaluation.
Courses under consideration must have a grade of "C" or higher.

Graduate credits earned at other recognized or accredited institutions may be acceptable for transfer to GST. A student desiring to transfer credits from another educational institution and be admitted to a degree program at Galilee School of Theology must submit official transcripts of all previous college and/or graduate records. The Admissions Committee will evaluate all transcripts on a case-by-case basis prior to their decision of any and all transfer credits for each program is listed below. As a policy GST will consider one-half of all credits eligible for transfer once reviewed from an accredited institution.

Program	**Maximum Transfer Credits**
Master of Sacred Theology	36 quarter hours
Master of Divinity	54 quarter hours
Doctor of Ministry	none
Doctor of Sacred Theology	36 quarter hours

Applicable graduate courses and credits taken with a grade of C or better are transferable. Transfer credit must be applied against each degree' s course requirements to ensure that the student meets the intent of the program objectives.
The Admissions Committee reserves the right to evaluate all non-accredited institutions regarding their academic standards and educational viability to determine if limited transfer credit is allowable. Grades and grade point averages earned at another institution do not transfer. The credits may apply toward graduation, but the previous grade point averages are not used in calculating the academic average required for graduation at GST.

Notice Concerning Transferability of Credits and Credentials Earned at GST:

Credits and Credentials earned in the Master of Divinity, Master of Sacred Theology, Doctor of Ministry, Doctor of Sacred Theology Programs, and in the Intensive English Program at GST will in most cases not be transferable to any other college or university. The transferability of credits you earn at GST is at

the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn at GST is also at the complete discretion of the institution to which you may seek to transfer.

If the credits and degree that you earn at GST are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work at the institution. For this reason you should make certain that your attendance at GST will meet your educational goals. This may include contacting an institution to which you may seek to transfer attending GST to determine if your credits and degree will transfer.

Galilee School of Theology makes no representation whatsoever concerning the transferability of any credits to any institution.

Experiential Credit is not given nor evaluated at this institution.

7. Transcripts

Galilee School of Theology will provide a transcript of the student's academic record upon written request by the student. Transcripts issued to the student are marked "Issued to Student." Students are allowed one transcript at no charge. There is a $5.00 fee for each additional transcript. An official copy will be mailed to the appropriate person and/or institution. An unofficial copy can be send and given directly to a student, with the word "unofficial" stamped on the transcript. Transcripts will be denied if the student has an outstanding balance against her/his account, or if any records are on hold, or there is missing documentation. The school keeps academic transcripts for a period of 50 years.

8. Scholarship and Grant Policies

SCHOLARSHIP and GRANT FOUNDATION

The School Foundation awards scholarships and grants to students in good standing. To qualify for this award, students must be enrolled on a full-time basis. School officials, directors and/or members of their immediate families are not eligible for an award. The student must submit a completed application and be enrolled at GST.

AWARD DETERMINATION PROCESS

A committee appointed by the GST Board of Advisors (the Board) determines awards annually based on some or all of the following criteria in no order of priority:

Academic achievement, awards and honors
Financial need
Leadership experiences
Achievements in Music
Community Involvement
Career goals and objectives

The decisions of the committee are final upon approval by the Board and there is no process of appeal. The deliberations of the committee are considered personal and confidential because of the nature of the material submitted in the application. Board members are not allowed to share information about an

applicant or the Board′s deliberations and decisions other than that expressly granted by the applicant in writing.

APPLYING FOR AN AWARD
Award application forms are available from GST no later than October 1st each year.

To qualify for consideration, an applicant must complete and sign an application and send it to the address on the application by the date indicated. All required supporting documentation for an application, such as a personal photograph and an official transcript, must also be sent by the date indicated on the application. The date sent is the postmark date, facsimile receipt date or electronic mail date stamp. All application materials submitted are the property of GST and will not be returned to the applicant or released to other parties internal or external to GST.

All applicants are given equal consideration based on the applications submitted for each specific academic year. Previous award recipients may apply for consideration every year but they receive no priority over applicants who have not previously received an award.

TYPES OF AWARDS
The SCHOLARSHIP for ACADEMIC EXCELLENCE – This scholarship is awarded to students who demonstrate academic excellence and financial need and who provide leadership and service to their community. Award amounts rang from one-thousand dollars to as much as four-thousand dollars.

The GST ADVISORY BOARD SCHOLARSHIP – This award supports theological and educational pursuits. Each award given to a student is in the amount of one-thousand five-hundred dollars per academic year, but it can be more based on available funds.

FUNDING OF AWARDS
The GST Advisory Board establishes the amount of money available for awards annually based on earnings on investments and other funds available at the discretion of the Board. The Scholarship Committee Chairman, with advice from the University President, is responsible for submitting a motion to the Board for funding of awards. Funding is approved no later than December, so the Scholarship Committee can determine the number and size of the awards for each academic year.

ANNOUNCEMENT OF AWARDS
The Board determines the award recipients and amounts during the month of November. The recipients are notified in writing in early December. Applicants who do not receive an award are notified at the same time. A list of awards with recipient names, and size of award is provided to all the members of the Advisory Board, concurrent with the notification to award recipients.

Public announcement of awards is made as soon as possible after notification is sent to the recipients. The size of the awards is not revealed publicly. The GST website and other such publications are the primary means for public announcement. Each recipient′s name, hometown and major are typically published with a photograph of the recipient. A copy of the award announcement letter is sent to the recipients, with a cover letter from the Board.

DECLINED OR RETURNED AWARDS
Should an award be declined or returned, the Board may apply that award to another applicant if done before December 15 of the award year. Declined and returned awards are not available for distribution after this date and will be returned to the scholarship fund.

METHOD OF AWARD PAYMENT
Awards are paid directly to GST. Award funds are not paid directly to a student except by the consent of the Board. Award payments are applied only to tuition, fees, books, supplies, equipment and other costs eligible under Internal Revenue Code section 117 and other applicable regulations. Funds are issued by check after the award recipient is enrolled in school, and the recipient returns a signed Information Request Form to GST.

MID-YEAR PROGRESS REPORT
Each recipient is expected to provide a progress report to the Board during the second term of the academic year. This report includes a copy of the grade report from the first term, a copy of the student′s class schedule for the second term and an indication of any change in the student′s enrollment status. A request for this progress report is sent to the student in the month of January.

§3. ACADEMICS

1. General Overview of Two Divisions of Programs: Theology & ESL
Galilee School of Theology is educational structure consists of two divisions:
Division 1, Theology (Graduate) Program and Division 2, the Intensive English Language Program

1-1. For Division 1, Theology Programs
Galilee School of Theology offers the conventional (on campus) and non-conventional ("correspondence") methodology for all theology programs, and the instructional methodology is mainly accomplished through lectures, directed study, and internship. However the non-conventional (online) programs are <u>not</u> available for the international (F-1 visa) students.

<u>Theology (Graduate) Program Overview</u>

Master's Degree Programs
The time frame for each Master' s degree class is four (4) hours per week, for a total of ten (10) weeks. At the completion of forty class hours per course, 4 quarter units will be earned. Requirements of the completion of Master Programs are followings:

Master of Divinity: for Ordained Minister
120 quarter units [108 class units + 12 units of internship]

Master of Sacred Theology: for Lay Leader
72 units including Master's Proposal Paper

Doctoral Programs
The time frame for each Doctoral degree class is four (4) hours per week, for a total of ten (10) weeks. After the completion of 40 class hours, 4 quarter units will be awarded. Requirements for the Doctoral programs are followings:

Doctor of Ministry: for Theologian, Preacher
50 quarter units (36 quarter units + 14 quarter units Projector Paper)

Doctor of Sacred Theology: for Christian Teacher
90 Quarter units = 72 quarter units + Dissertation (18 quarter units)

1-2. For Division 2, IEP Program
Galilee School of Theology provides a highly structured conventional methodology for all six levels of ESL program.

2. Class Schedule
The School publishes the class schedule prior to the beginning of each term of study. The class schedule lists every section of each class to be offered for the impending term, including the class name and number, days, time, instructor, meeting dates, and units.

3. Faculty and Curriculum
The Faculty members of Galilee School of Theology are selected not only for their educations, credentials, work experiences, but also for their dedication, enthusiasm and ability to motivate students to their highest level of academic achievement. All are graduates from " The Association of Theological Schools" accredited schools. Students are urged to meet with their instructor for assistance when needed. Curricula for all programs have been designed, not only to provide career skills, but to also qualify students for immediate employment opportunities in a relatively short period of time.

4. ESL Program Information

4-1. *Message from the President*
" *The mission of Galilee School of Theology is to provide high quality instruction in Intensive English as a Second Language (ESL) to nonnative speakers who wish to improve their English proficiency in order to attend an American college or university, or who wish to develop sufficient English skills to be ready to serve the world as competent leaders.*

We utilize a cultural nuance approach while teaching listening, speaking, writing, and reading in a holistic environment. Our purpose is to help international
students assimilate into the American culture while building their linguistic

confidence in a gradual and methodic manner. We believe it is our responsibility to foster a positive cultural experience for all students while making them more competitive in multi-cultural fields.

The Intensive ESL (English as a Second Language) program provided by the Galilee School of Theology is a SEVP approved program.

Our program focuses on:
Phonics that enable students to acquire good listening skills in very effective ways, and
The understanding of the memory cycle by which students are directed to review the learned materials repeatedly in order to obtain the speaking power of the new language

If students study in the ESL program at our school, we will do our best in order to improve their English skills. Thank you very much for your kind attention.”

Pastor Jae Yul Kim

4-2. *ESL Program Overview*

Intensive English Program (IEP)
The Galilee School of Theology Intensive English Program is a full-time, year-round program of study. It provides an intensive program of language training that stresses academic skills and university preparation for students from all around the world. It is primarily designed to give students the language and academic skills necessary for successful university study in the United States. The ESL Program prepares students to enroll in and successfully complete a university degree program. The ESL Program focuses on the academic skills encountered in university classrooms, as well as adjustment to and understanding of U.S. culture.

The 20 hour per week program includes courses in reading and writing, oral communication skills, listening and speaking, grammar, and (at the higher levels) elective courses such as cross-cultural communication or pronunciation.

4-3. *ESL Program Admission and Placement*
To be admitted, prospective students must be at least 18 years of age.
The ESL Program is designed for students who:
(1) have completed a high school diploma or its equivalent in their home country or the US;
(2) are preparing to enter an American university;
(3) have no TOEFL score or whose TOEFL score falls below 500;
(4) Additionally, Resident Alien students (holders of "green cards"), who have completed high school in a language other than English, may also be admitted into the ESL Program.

Students accepted into the IEP Program are tested for placement in one of three levels: beginning, intermediate or advanced. The ESL Placement Examination is administered on or before the first day of class. The ESL Placement Examination is available at the Galilee School of Theology.

4-4. ***Admission Requirement for ESL Program***

Application for Admission Form
High School Diploma or its equivalent
One Reference Letter
Declaration of Financial Support
Enrollment Agreement
Placement Test Result

For International Students Requesting an F-1 Visa

If you are an International Student applying for F-1 status for the first time, please send to the Office of Admissions the following items:

. Application for admission Forms
. An official transcript
. A copy of diploma
. A birth certificate
. One letter of recommendation
. A copy of the Student' s passport
. Two (2) recently taken passport photos
. Declaration of financial support
. Bank balance evidence
. Non-refundable Application Fee $100.00

4-5. ***Program Completion and Galilee School of Theology Graduate Program***

Students who completed advanced ESL Program by earning a "C" grade or above, and meet all other requirements for the graduate theology programs, may enroll in at Galilee School of Theology.

4-6. ***ESL Course length***

The ESL program is divided into 6 separate levels.
Each level is 160 clock hours long.

4-7. ***ESL Class schedule***

Full Time Day Class	9 AM - 1 PM (Mon -Friday)
Full Time Evening Class	6 -10 PM (Mon - Friday)

4-8. ***ESL Curriculum***

The English as a Second Language Program at Galilee School of Theology Language Center provides academic English for international students entering the University. Students attend classes daily for a total of 20 classroom hours per week.

Students also have daily home assignments, weekly assigned work in the computer lab, daily practice in conversation skills, and occasional outings in the community.

Six courses at each level cover the following areas: reading, writing, speaking, listening, grammar, and American culture. Each course is offered at three levels: Beginning, Intermediate and Advanced.

4-9. ESL/IEP *Program Outline*

Quarter (Course No/Title)	Lecture Credit Hrs	Lab Credit Hrs	Total Credit Hrs
ESL-101, level I	2	2	4
ESL-102, level II	2	2	4
ESL-103, level III	2	2	4
ESL-104, level IV	2	2	4
ESL-105, level V	2	2	4
ESL-106, level VI	2	2	4

Level	Morning Hrs	Aft/Eve Hrs	Course	Credit Hours	Clock Hours
I	*8	8	ESL-101	5	160
II	8	8	ESL-102	5	160
III	8	8	ESL-103	5	160
IV	8	8	ESL-104	5	160
V	8	8	ESL-105	5	160
VI	8	8	ESL-106	5	160

**Number of Weeks*

The IEP is a 960 clock hour program of training.

Morning, Afternoon, and evening classes are held four hours each day for five days each week. Each level of instruction includes 20 hours of training each week. Each level is 8 weeks in length for a total of 160 hours per level training.

4-11. *ESL Tuition Costs*

Tuition:	$ 800.00 per level
Total of all 6 levels:	$4,800.00
Registrations Fee:	$125.00

4-12. *Books*

Students purchase their own Textbooks and supplies from the school.

5. Policy and Program Modification

In keeping with the school philosophy of an immediate response to the needs of students and future employers, the school reserves the right to modify the course content, structure, and schedule without additional charges to the student and within the regulatory guidelines. Information contained in the Programs becomes an official part of the catalog. Galilee School of Theology reserves the right to amend the catalog and program as needed.

6. Books and Supplies
An itemized cost of books and supplies used in instruction is located in Section 5 and includes the total cost of the program. The student must provide his or her additional supplies such as notebooks, notepaper, highlighters, pens, pencils and erasers etc.

7. Attendance
Consistent attendance is essential to the overall effectiveness of the training a student receives at Galilee School of Theology. This process is as important as learning, since future employers emphasize punctuality and attendance as top job requirements. students are required to attend all scheduled classes regularly and punctually and attend at a minimum 85% of the time allotted for class.

7-1. *Maintaining Status of International Students*
In order to maintain your F-1 visa status, Students must:

- Attend the school and degree program indicated on your I-20.
- Request a new form if there is any change in the Student' s degree level or major.
- Carry a full course of study (9 credit hours for Doctoral students and 12 credit hours for Master level students)
- Keep personal I-20 form valid at all times. Check the expiration date in item #5 to make sure that it is **always** valid. Request a new form if any major changes occur in your situation (e.g., changes in source of funding, marital status, major, degree program).

Follow the required procedures (with the help of the Designated School Official/International Advisor) when

Applying for extension of stay
Transferring to or from another school
Applying for Optional Practical Training (OPT)
Withdrawing from the school

Refrain from off-campus employment without U.S. Immigration and Customs Enforcement (**ICE**) or school authorization. Off-campus work permission is approved ONLY by U.S. Immigration and Customs Enforcement (**ICE**) in case of an extraordinary circumstance. It is illegal to work without authorization and Students are subject to deportation. Keep your passport valid at all times.

7-2. *Attendance Probation*
Galilee School of Theology recognizes that there are times when a student is unable to attend class, arrives late or leaves early. The attendance policy allows for these circumstances, while ensuring that each student attends class a sufficient amount of time to master the subject material. A student will be placed on attendance probation if he or she is below 85% attendance in any given class. Frequent tardiness and/or unexcused absences are cause for placing a student on probationary status.

7-3. *Attendance Requirements*
Students must maintain an attendance rate of 85% in all courses and programs offered at GST. Students are required to call the registrar as soon as practical on the first day of absence and give an estimate of the duration of the absence. Long term absences for medical reasons will require a note from a doctor or health care professional.

8. Leave of Absence
Students may be granted one leave of absence (LOA) per 12-month period for certain specific and acceptable reasons. Students may also request an administrative leave when a course that is needed is not available. A LOA shall be reasonable in duration, not to exceed 120 calendar days. All LOA's must be in writing and addressed to the Office of Admissions. The request must be accompanied by written documentation from the appropriate person and/or agency. The dean will approve or deny the request in writing.

If a student fails to return on the scheduled return date, he/she shall be terminated from the training program. One subsequent leave of absence may be granted if the leave of absence does not exceed 30 days and the school determines that it is necessary due to unforeseen circumstances. Subsequent leaves of absence may be granted for jury duty, military reasons, or circumstances covered under the Family and Medical Leave Act of 1993. The school must document the reason for each subsequent leave of absence.

9. Re-entry Policy
Students who have been terminated for violating the attendance policy may be re-entered through the appeal process.

10. Effects of Leave of Absence on Satisfactory Academic Progress
Students who are contemplating a leave of absence should be cautioned that one or more of the following factors might affect their eligibility to graduate within the maximum program completion time:

Students returning from a leave of absence are not guaranteed that the course required to maintain normal progression in their training program will be available at the time of re-entry. Students may have to wait for the appropriate course to be offered. Students may be required to repeat the entire course from which they elected to withdraw prior to receiving a final grade.

11. Grading Policy
Evaluation of student achievement will be based on meeting the objectives for each class. At the beginning of each class, the instructor will provide the student with a syllabus identifying the objectives and grade determination criteria. Students must achieve a cumulative grade point average of at least 70%. A student who fails a class is permitted to continue in her/his studies as long as satisfactory progress is maintained. In a course in which a failing grade has been received, a student who has feasible reasons may ask the instructor to grant permission to take a re-examination, or complete a reassignment of sufficient quality to raise the grade to a passing score. Such work must be completed within 21 days after notification of the failing grade. If the grade is raised to a passing grade, the student receives credit for the course, but no grade points are counted into the calculation of the student's Grade Point Average (GPA). If the student repeats a course after having received an F grade initially, the previous F grade remains factored into the Grade Point Average (GPA), as does the new grade.

12. Grade Point Determination

The following systems of grade points are used to evaluate a student's level of achievement. A student's general standing is the result of the total number of grade points earned, divided by the total number of semester hours taken.

Grade	Points	Grade	Points
A	4.0	A-	3.75
B+	3.50	B	3.0
B-	2.75	C+	2.50
C	2.0	C-	1.75
D	1.0	F	0
I	*Incomplete	WP	Withdraw Passing
WF	Withdraw Failing	P	Pass (challenge)
AU	Audit (no credit)	CR	Credit

***An Incomplete Grade:**

An incomplete grade may be given for incomplete class assignments and/or examinations only with permission from the instructor. The 'I' grade will be converted to an F grade if the incomplete is not made up within one week after the following classes begin.

13. Make-up Work

Absences from class cannot be made up. However, students will be required to make up all assignments, examinations or other work missed as the result of any excused or unexcused absence. Upon returning to school, the student must immediately arrange to meet with the instructor regarding missed requirements. If the instructor approves, the student must make up assignments within five (5) days and examinations within two (2) days of returning from an absence. The instructor may assign additional outside assignments if deemed necessary.

All arrangements are subject to approval by the Academic Dean.

14. Satisfactory Academic Progress Requirements

14-1. *Academic Progress*

All students must maintain satisfactory academic progress in order to remain eligible to continue as students in the college. All students are considered to be making satisfactory progress when they begin school and during any probationary period. This includes, but is not limited to: meeting minimum standards for grades, work projects, etc.

14-2. *Requirements*

Students must show satisfactory academic progress. In order to maintain satisfactory academic progress, students must:

The minimum cumulative grade point average attempted at Galilee School of Theology is 3.0 for the graduate programs.

Units of credit that are transferred from other institutions must be at least a 2.5 average on a 4.0 scale.

14-3. *Unsatisfactory Academic Progress Requirement*

A student who fails a course, or whose cumulative fall or spring term grade point average falls below C will be placed on academic probation. In this circumstance, the student will receive written correspondence from the Academic Dean outlining a plan of study designed to improve his or her academic performance. Such a plan of study may include a reduction in non-academic activities, special tutoring, remedial work in reading and writing, or such other provisions as may seem appropriate in each case. The student is required to follow this plan of study until he or she is removed from probation. The student is automatically removed from probation upon successfully completing an academic term in which none of the conditions listed in the first sentence of this statement occurs.

15. Probationary Status

The following provisions describe Academic Probation:

- A student with a GPA of 1.75 or lower, after completion of his or her first quarter, with less than 24 credit hours completed, will be on academic probation.
- A student whose cumulative GPA is between 1.76 and 1.80 after the completion of 24 credit hours will be on academic probation.
- A student on academic probation will be required to meet with the registrar before the beginning of the following quarter or withdrawal will result.

16. Program Changes

Students wishing to add or drop a course after registration must obtain a "Request for Course Change" form from the Registrar, and secure a signature from the instructor teaching the course. Changes must be made by the deadline for program changes not posted in the academic calendar. Courses dropped in this manner will not be recorded on the student's permanent record.

For dropped courses, refunds are calculated from the date the ADD/DROP form is postmarked, if mailed, or received by the Registrar. Failure to officially drop a course will result in full tuition charges for the course.

The difference in tuition resulting from a reduction in the number of units registered will be refunded to the student in accordance with the posted refund schedule. Conversely, the student will pay the difference in tuition when the number of units is increased.

After the deadline for program changes, students may drop a course only with the permission of the instructor of the course, and will receive a "W" grade. After the end of the deadline for program changes, all requests for dropping courses must be in writing and approved by the Registrar in order to receive a "W" grade. Students who do not officially drop a registered course, and do not attend the course, are subject to a failing "WF" grade.

17. Audit to Credit

Once registered as an auditor, a student may not change to credit status unless such a change is requested prior to the deadline for adding a course specified in the academic calendar. A student, who is enrolled in a course for credit, may not change to audit status after the last day of class to add or drop courses.

18. Repetitions

Repetition of courses for which substandard work has not been recorded shall be permitted only upon advance petition of the student, and with the permission of the Academic Dean based on a finding that circumstances exist which justify such repetition. In such repetition, under special circumstances, the student's permanent academic record shall be annotated in such a manner that all work remains legible. Grades awarded for repetition under special circumstances shall not be counted in calculating a student's grade point average.

Students may petition for approval to repeat courses up to a total of 15 units in which substandard grades (less than "C") were awarded. Students may repeat the same course only once for this purpose. Upon completion of a course repetition, the best grade earned will be computed in the grade point average, and the student academic record so annotated. No specific course or categories of courses shall be exempt from course repetition.

19. Course Challenge Examination

Students may challenge courses by taking examinations designed to verify the student's knowledge of the subject matter. In order to earn credits by challenged examinations, students must first obtain the "Petition for Challenge Examination" approval from the Registrar, who will assign a faculty member to admit or the challenge examination. Students must also pay the course challenge examination fee prior to taking the examination.

Petition for Credit by Examination will be granted to regularly enrolled students to obtain credit by challenge examination in subject matters in which they are qualified through non-traditional education or experience, and for which credit has not yet previously been granted for any similar or advanced course.

The examination may include written, oral technical skills, or a combination of each, and will be sufficiently comprehensive to determine that the student possesses essentially the same knowledge and/or skills as those students who successfully completed a similar course offered at Galilee School of Theology. The letter grade of "P" will be awarded to those who pass the course challenge examination. However, those students who fail will not receive a grade, and there will be no record of the non-passing of the course challenge examination on the student's permanent record.

Credit by challenge examination shall not be allowed for the purpose of earning a higher grade for courses previously taken. The only way to earn a higher grade for earlier attended courses is to repeat the course and pay the normal course unit fee.

20. Summary of Termination / Reinstatement Policies
Those who fail to maintain the required policies described under the sections related to satisfactory academic/attendance progress requirements, leave of absence, conduct, dress code, substance abuse and/or financial obligations included within this catalog may be subject to termination. Examples include, but are not limited to, the following:

- Violation of the attendance policy;
- Failure to maintain satisfactory academic progress;
- Violation of personal conduct standards; and
- Inability to meet financial obligations to the school

21. Reinstatement Policy
Students who have been terminated for failing to maintain satisfactory academic progress may be reinstated through the appeal process. Upon reinstatement, the student will be placed on probation. At the end of the first module after reinstatement, the following standards must be achieved: a cumulative GPA of at least 2.0 and a cumulative attendance of 70% - 85%.

22. Expulsion
The following practices are causes for expulsion:

■ **Cheating** – The unauthorized use of study aids, examination files, and other related materials, and receiving unauthorized assistance during any academic exercise.

■ **Fabrication** – The falsification or invention of any information in an academic exercise.

■ **Facilitating Academic Dishonesty** – The intentional helping or attempting to help another student to commit an act of academic dishonesty.

■ **Plagiarism** – The intentional or conscience representation of words, ideas, or work of others as one's own in any academic exercise.

23. Withdrawal Policy
In order to withdraw, the student must complete an official withdrawal form and file it with the school's President.

24. Appeals Process
Re-admission to the school following withdrawal for any reason will be at the discretion of the Academic Committee. A student may petition in writing for reinstatement within one year of dismissal. The petition must be filed at least two weeks before the beginning of a module. The Committee will review the student's previous academic admission records and his/her current situation in making a decision for reinstatement. The student will then be notified of the Committee's decision. Students accepted for

re-admission will be entitled to the same rights and privileges and are subject to the same regulations as any student. Students will not be entitled to appeal if they are terminated for exceeding the maximum program completion length.

25. Student Records

Student records, which include grades, attendance, prior education and training, personal achievements, etc. are kept for a period of not less than five (5) years on the school premises. Once a student has graduated all files re maintained in the school file management system. All Academic files and transcripts are kept in perpetuity.

26. Family Educational Rights and Privacy Act of 1974, as amended

Galilee School of Theology complies with the Family Educational Rights and Privacy Act (FERPA), which provide students certain rights related to their educational records. The following is a description of those rights:

The right to inspect and review the student's educational records within 45 days of the day the Institution receives a written request for access. Students should submit to the Galilee School of Theology President written requests that identify the record (s) they wish to inspect. The Galilee School of Theology official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the Galilee School of Theology does not maintain the records, the official to whom the request was submitted shall advise the student of the correct official to whom the request should be addressed.

The right to request the amendment of the student's educational records that the student believes is inaccurate or misleading. Student may ask the Institution to amend a record that they believe is inaccurate or misleading. They should write the institution official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the Institution decides not to amend the record as requested by the student, the Institution will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to institution officials with legitimate educational interests. An institution official is a person employed by the institution in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff). A person or company with whom the Institution has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another institution official in performing his or her tasks. An institution official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request, the Institution discloses educational records without consent to officials of another institution in which a student seeks or intends to enroll.

Directory information is information that may be unconditionally released to third parties by the school without the consent of the student unless the student specifically requests that the information not be released. The school request students to present such requests in writing within 10 days of the date of enrollment. Directory information includes the student' s name, address(s), telephone number(s), birth date and place, program undertaken, dates of attendance and certificate or diploma awarded.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by this Institution to comply with the requirements on file is as follows

Family Policy Compliance Office,
Department of Education,

600 Independence, SW
Washington, DC 20202-4605.

** Note: The FERPA does not apply to international students.*

27. Graduation Requirements

Success is dependent upon the student' s individual efforts, abilities and application to the requirements of the school.

To be eligible for graduation, a student must:

•Complete all required classroom modules with at least a cumulative grade point average of 2.0.

•Meet the specific grade and other program requirements for specific classes (if applicable)

•Meet the Satisfactory Progress requirement

•Meet all financial or other obligations to Galilee School of Theology.

A Degree for training at or above 500 clock hours will be issued to students upon successful completion of all academic requirements. Successful completion of all courses listed in the program section requires a minimum cumulative grade point average of 2.0 or above.

Any student subject to a records hold must satisfy outstanding obligations before an official degree for Theology programs or certificate of ESL programs will be issued. A $15.00 fee will be assessed for all duplicate requests. A Duplicate degree or certificate will take approximately ten (10) working days after payment to produce.

§4. STUDENT SERVICES AND POLICIES

1. Student Orientation

During orientation, a school administrator will familiarize the student with the school facilities, services, grading policies, graduation requirements, etc. as described in this catalog.

2. Hours

Instruction	Time	Days
Day Schedule	9:00 A.M. to 1:00 P.M.	Monday through Friday
Afternoon Schedule	1:30 P.M. to 5:30 P.M.	Monday through Friday
Evening Schedule	6:00 P.M. to 10:00 P.M.	Monday through Friday
Office Hours	9:00 A.M. to 6:00 P.M.	Monday through Friday

Classes are offered continually on a cyclical basis, usually starting on selected Mondays. Legal holidays are observed. The school provides special consideration for holidays of all religious beliefs. Appropriate arrangements can be made with the president. The following is a list of recognized school holidays:

3. Observed Holidays:

New Year's Day
Martin Luther King's Birthday Holiday
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day, and the day after
Christmas Day

4. Maintenance of School Facility

Courtesy and respect for others around you is the responsibility of the student attending classes at Galilee School of Theology. In order to maintain an environment that promotes and supports this objective, the following rules are to be followed:

·Smoking is prohibited in the classrooms and restrooms. Smoking will be permitted outside on the ground floor.

·Students must maintain a clean, organized area at all times.

·When leaving the area, all electrical devices, computers, and so forth, must be turned off.

·Food and drinks are prohibited in the classrooms and in the Library.

·Students misusing the equipment and instrumental devices may be subject to dismissal and may be billed for damaged equipment.

·Accidents and/or breakdowns must be reported immediately to the student' s instructor.

5. Parking
Parking is available in the parking lot located behind the campus of Galilee School of Theology and ample street parking is also available.

6. Medical, Dental, Psychological Care
Successful progression through a program of study requires sufficient sleep, exercise and a proper diet. If the student requires medical and/or dental appointments, appointments should be made after school hours. If a student is in need of personnel psychological counseling, the President will provide a listing of services in the community.

7. Child Care
Galilee School of Theology is not equipped or properly staffed to provide child care services for enrollees.

8. Pregnancy
Upon confirmation of pregnancy, the student must provide the President with a written statement from her attending physician indicating approval for continuation of course of study without limitations.

9. Current Student Information
It is important that the school be notified of any change in residence or telephone numbers. Current and accurate personal information is necessary if an emergency does occur.

10. Visitors
Parents, spouses, prospective employers, etc. are cordially invited to visit the school at any time, but with appropriate notice to the school. Special arrangements will be made for groups. Anyone, who is disruptive to the smooth operation of the school, may be asked to leave the premises immediately. Students are not allowed to bring children into the classrooms/ laboratories without approval from the administration.

11. Telephone
Emergency calls for students will be transmitted to the student when received.

12. Photo Release
At Galilee School of Theology students will provide absolute rights and permission to use photographic portraits, pictures or videos of them in character form, for advertising or any other lawful purpose whatsoever.

13. Academic Advising Sessions
All students are provided with personal assistance regarding program requirements and scheduling. In addition, individual assistance and advising are readily available to students with special academic difficulties. Enrollees are encouraged to request an appointment with their instructor immediately if any scholastic problems arise. All students are urged to take advantage of this valuable assistance.

Galilee School of Theology welcomes any suggestions as to ways in which any aspect of the school can be improved. Suggestions should be directed to the school's President.

14. Library Facilities

The Galilee School of Theology (GST) and the Language Center offer a complete library containing texts, volumes, and resource materials for student use for both theological and language programs of study. A student may conduct research and utilize periodicals, news sources and current events, encyclopedias and dictionaries. Students also have access to a permanent computer in the library for research. Administrative staff is available to assist students in their research.

The Library is available Monday through Friday from 9 am to 8 pm unless otherwise stated on the Library Door. (The Library may be in use for administrative meetings. Generally these meetings are rare and are held when students are in class, or after regular school hours.) The library is located on the second floor nearby classrooms.

With a valid ID students may also access branches of the Los Angeles County Library System. Students are to get local branch information from their instructor or school administrator.

15. CAREER SERVICES

GTS offers a full range of career services from resume writing, job listings, cover letter assistance, and on-line research assistance. Most GTS students are already working within the Christian workforce Community, including having positions as pastors, ministers, youth ministers and missionaries, but the school is dedicated to ensuring that all graduates find their calling and vocation and become fully employed in the fields for which we offer training. Students are encouraged to meet with the Director of Theology Programs as soon as their Freshman Year begins. Having a realistic approach to fields and positions within the world wide Christian community is supported. Students may make an appointment with a school administrator at any time to discuss their vocational goals and employment opportunities. Additionally GTS offers the **KCMUSA.org** Program for job search for graduating Pastors whose first language is Korean. Student resumes will be kept on file while students are in school. Also, job postings can be found in the school's Library.

16. HOUSING INFORMATION

This institution offers no residential housing. The vast majority of students live nearby in apartments. GTS and GTSLC offer housing referrals, however, and below is a partial list of contacts and information that may help students find housing.

The housing options listed below are conveniently located within an easy distance of the school, and within walking distance to a bus or subway (*The Metro*) location. For bus, subway routes and timetables, please visit the Los Angeles County Metropolitan Transportation Authority.

We advise you to call these businesses for their current rates as they are subject to change without notice. Research each of these options to determine which one will meet your unique housing requirements. You can go to http://www.mapquest.com and find the distance from our school to the apartments. Just type the address of the apartment in the lower left fields that say "Get directions to above location".

SUGGESTED HOUSING WEBSITES:

www.MyCheapApartments.com
www.craigslist.com
www.westsiderentals.com
www.furnishedapartmentsla.com
www.myapartmentmap.com
www.4rentinla.com
www.losangeles.craigslist.org
www.shorttermrentalsla.com
www.hostels.com/us.ca.la.html

Hobart House

528 South Hobart Blvd. LA CA 90020 email : 528hobart@gmail.com
phone : 213.637.0308
Hobart House offers single private rooms as well as 2, 3 and 4 occupancy bedrooms. All rooms are furnished with beds (linens provided), a desk, chair and lamp. The property has central air, hardwood floors and modern tiled bathrooms. Internet Wi-Fi is available. Washing machine and dryer are on premises. Dining room, living room, kitchen and front porch are for general use. Complimentary continental breakfast served 7:20am - 9:00am Monday - Friday. You can rent by the day, the week or the month. Prices range from $550 to $850 for monthly rates. A payment of the full rent must be made two weeks prior to the move-in date to secure your room. A Security deposit is required

Over one week of stay -$100; $50 will be deducted for cleaning when you move out
2 days to one week - $80 ($50 will be deducted for cleaning when you move out)
one night - refundable key deposit $20. www.Hobarthouse.com

Homestay Services International:

(310) 393-5337 FAX (310) 393-5837 Contact: Patty Snyder
Come live with an American family! Features many locations throughout the city. They will never place you more than 2 bus rides away from our school. The cost is $750.00, and that places you in a family home environment, with your own private bedroom and sometimes private bathroom as well. Price includes breakfast, dinner, and sometimes lunch. There is a placement fee of $200.00 and a refundable security deposit of $100.00. They do offer pickup services from the airport for a fee as well.
www.homestayservices.com
email: homestay@homestayservices.com

Oakwood Apartments:

(323) 878-2100 Contact: Lila Cross
Features many locations at various price ranges throughout the city of Los Angeles. They will customize living options based on your individual budget, requests, and needs. Buildings can be located downtown, in Studio City, Marina Del Rey, and Miracle Mile for example. Rates as low as $55 a day, with a minimum 30 day stay. http://www.oakwood.com

Artiste Apartments:

A great website geared towards short term housing for artists. 1920′s style renovated buildings in various locations in Los Angeles. Availability changes, so check out their website! www.artisteapartments.com

Highland Park Apartments and Mid-Wilshire Apartments
Contact: (888) 793-7368 (888) 805-7368 both are toll free
Studios $395- $1500
1 Bedroom $650-$1,750 2 Bedrooms $795- $1,950
Lease is flexible $60 finders fee

Radisson Wilshire Hotel
Contact: (213) 381-7411
3515 Wilshire Blvd., Los Angeles, CA 90010
$ 79.00 student rate when available
Will negotiate monthly rates
http://www.wilshireplazahotel.com/

The Gaylord Apartments
(213) 389-4161 Contact: Eric Cutten
thegaylordlosangeles@yahoo.com
3355 Wilshire Blvd., Los Angeles, CA 90010
Pool, downstairs bar, utilities included. Bachelor (no kitchen, incl.) $750-850
Single (Full kitchen) $1,065-$1,200 1 bedroom- $1,400-$1,850
http://www.thegaylordapartments.com Six month lease

17. Dress Code
Creating a professional image requires dressing professionally throughout your educational experiences. Always be neat, clean and well-groomed at all times.

18. Conduct
Please maintain the following behaviors and those described in the Catalog:
Acceptable professional conduct for Galilee School of Theology students:

1) Accept assigned duties and responsibilities.
2) Demonstrate initiative and productivity.
3) Demonstrate sensitivity, compassion and a caring attitude towards your peers and patients.
4) Demonstrate strong ethical character.
5) Treat people as you would like to be treated.
6) Maintain professional grooming and personal hygiene at all times.
7) Demonstrate a well-rounded personality and professional competence while completing their graduation requirements.

Rules of conduct at Galilee School of Theology are based on the California Administrative Code.

8) An act of dishonesty is the most serious violation of student conduct.
9) Cheating is the unauthorized use of study aids, examination files, and other related materials and receiving unauthorized assistance during any academic exercise.
10) Fabrication is the falsification or invention of any information in an academic setting,.
11) Food or drink is NOT permitted in the classrooms, unless designated by the school Director, the instructor or the Registrar.

Violation of the rules of conduct present in the catalog may lead to dismissal from Galilee School of Theology or probation. All disciplinary matters will come before the administration, who will review the complaint, interview the person(s) involved and make a determination. Results may include: dismissal of the charge, dismissal of the student, probation or suspension for a specified period of time. The finding will become part of the student's permanent file, possibly affecting a recommendation from Galilee School of Theology. Galilee School of Theology reserves the right to dismiss any student for whom it feels continuation would be a detriment to the student, fellow students and/or the school.

19. Sexual Harassment

Galilee School of Theology intends to provide a work and learning environment that is pleasant, healthful, comfortable, and free from intimidation, hostility, or any other offenses that might interfere with work performance. Harassment of any sort – verbal, physical, and visual – will not be tolerated.

Sexual harassment consists of overt activity of a sexual nature that has a substantial adverse effect on a person in the workplace. Such overt activity may include, but is not limited to the following:

- Demands for sexual favors, accompanied by threats concerning an individual's employment status;
- Demands for sexual favors, accompanied by promises of preferential Treatment concerning an individual's employment status;
- Verbal, written or graphic communication of a sexual nature;
- Patting, pinching, or unnecessary contact with another employee's body.

All Galilee School of Theology employees, and particularly supervisors, have a responsibility for keeping the work environment free of harassment. Any employee, who becomes aware of an incident of harassment, whether by witnessing the incident, or being told of it, must report it to their immediate supervisor, or any management representative with whom they feel comfortable. When management becomes aware that harassment might exist, it is obligated by law to take prompt and appropriate action, whether or not the victim wants the company to do so.

Students should immediately report, in writing or orally, any incident in which he/she believes sexual harassment has occurred. Complaints should be presented to the student's instructor. If the problem recurs, or if for any reason the student does not wish to discuss the problem with his/her instructor, contact the President.

20. Student Responsibilities and Rights

Responsibilities

1. In addition to the requirements described under sections on attendance, satisfactory progress, etc. in this catalog, students are expected to follow standards of conduct and ethical consideration generally found in the professional workplace.

2. Read and understand all forms that you are asked to sign and keep copies of them.

3. It is the student's responsibility to compare and choose the college they wish to attend. Tuition must be paid regardless of any future complaints or problems, unless discharged by a court of law.
4. Pay all installment payments on time.

Rights

1. Know what financing is available. For all loans you receive, you have the right to know the total amount that must be repaid, the monthly payment amount, the late penalty charge, the payback procedures, the length of time you have to repay the loan, and when repayment is to begin.

2. Know the criteria for satisfactory progress and when you are not meeting these criteria.

3. You may stop school at any time and receive a refund for the part of the course you did not take (if payment has been made). The refund policy is in this catalog and also described in your enrollment agreement.

If you have unresolved complaints after following the grievance procedures, you may contact the Bureau for Private Postsecondary Education. Read the section on grievance procedures carefully.

21. Substance Abuse Prevention Policy

As a matter of policy, Galilee School of Theology has adopted and implemented a program that prohibits the manufacture and unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property and at any school activity. Any violation of this policy will result in appropriate disciplinary actions, up to and including expulsion, even for a first offense. Where it is apparent that a violation of the law has occurred, the appropriate law enforcement authorities will be notified.

Drug use and alcohol abuse have harmed society through major health and safety problems and contributed to the deterioration of the nuclear family. The administration, staff and faculty are dedicated to providing education, awareness, treatment referrals, along with the legally mandated reporting and criminal sanctions. .

22. Student Grievance Procedures

Galilee School of Theology in the administration of discipline, guarantees procedural fairness to an accused person, whether the person is a Galilee School of Theology student, or staff/faculty member. In pursuit of its policy of openness, accountability, and responsiveness to students, the institution provides

established grievance procedures. The Chief Operating Officer shall maintain a file on each grievance reported, including the procedures followed, and the final disposition of the case.

23. Definition

A grievance is a complaint arising out of any alleged, unauthorized, or unjustified act or decision by a student, faculty member, administrator, or staff person, which in any way adversely affects the status, rights or privileges of a member of the student body. The burden of proof shall rest with the complainant.

If a student has a grievance, and wishes it to be recognized as such, a written complaint must be submitted to Galilee School of Theology on either the school's petition form, or in letter format.

The written grievance must clearly state the student's name, the nature of the complaint, the name(s) of all parties directly involved in the complaint, and any appropriate documentary evidence.

Steps toward Resolution

Based upon the information presented in the grievance, steps toward resolution shall begin with informal discussions, headed by the President. Resolution shall be attempted at the lowest possible level.

Procedures for Official Hearings

If informal recourse fails to resolve the grievance within a reasonable time after filing, then the President will schedule a Student Grievance Committee meeting. The voting members of this committee shall be comprised of the President, the Admission Director, the Registrar, and one faculty member, who shall sit on the committee on a rotating basis.

A copy of the grievance shall be given in writing to the person(s) against whom the complaint is brought. The Committee shall review and consider documentary records, which relates to the case, including the grievance and its supporting documentation, and any documentary evidence or statement by the person(s) against whom the complaint was filed. Committee members shall arrive at a judgment in consultation among themselves. A majority vote of such members may make recommendation, as appropriate, for disciplinary actions, or for changes in policy.

Recourse after Hearing

If students have exhausted these procedures, and the problems have not been resolved, they have the right to contact the Bureau for Private Postsecondary Education. In contacting the Bureau with a grievance, students are encouraged to follow these guidelines:

Contact the Bureau for Private Postsecondary Education offices by mail. A written follow-up letter must accompany complaints received by phone.

Please Include the following required information in the letter of complaint:

- The nature of the problem
- The approximate date(s) that the problem(s) occurred
- The name(s) of the individual(s) involved in the problem(s) (within the institution or any other students who were involved)
- Copies of important information regarding the problem(s) (facts, not rumors, lead to solutions)
- Evidence demonstrating that the institution's complaint procedure was followed before contacting the Bureau for Private Postsecondary Education

The complaint must be signed and send the complaint to:

Bureau for Private Postsecondary Education

Physical Address:

BPPE
2535 Capitol Oaks Drive, Suite 400
Sacramento, CA 95833

Mailing Address:

BPPE
PO Box 980818
west Sacramento, CA 95798-0818

Phone: **(916) 431-6959**
Toll Free: **(888) 370-7589**
Fax : **(916) 263-1897**

24. Crime Statistics Report

No criminal offenses or arrests have occurred in the following categories on the school premises from 2004 to the present. Murder, manslaughter, arson, forcible and non-forcible sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, liquor law violations, drug abuse violations, weapons possessions, evidence of prejudice based on race, religion, sexual orientation, ethnicity or disability. This information was reported to the Department of Education in the crime statistics report.

25. Study Groups

Students are encouraged to form study groups with other Galilee School of Theology students enrolled in the same program. Study groups strongly aid in the learning process through group discussion and exam preparation. Experience has shown that students who participate in study groups improve their overall academic performance, and understanding of course subject matter. Students are cautioned that all Galilee School of Theology instructors require that each student his/her own original work. Any student(s) violating this policy by turning in work copied from another student may be subject to the consequences of unethical practices set forth in this catalog.

26. Student Activities and Programs

Galilee School of Theology provides a variety of services and programs designed to assist students during their matriculation. Recognizing that a well-rounded education demands attention to personal as well as professional growth, Galilee School of Theology encourages students to include their families, friends, and significant others in the educational process. In addition, Galilee School of Theology sponsors activities and organizations to foster integration of personal and professional development.

27. Academic Achievement Recognition

To encourage academic excellence and progress, Galilee School of Theology offers honors to full time students who earn a grade point average of 3.7 or better. These students are recognized by being placed on the Dean's List, and automatically become members of the Honor Society.

At graduation, the following awards are presented to those students who have demonstrated outstanding scholastic achievement, leadership and service.

Academic Achievement Awards

Cum Laude	Cumulative G.P.A. of 3.5 or higher
Magna Cum Laude	Cumulative G.P.A. of 3.7 or higher
Summa Cum Laude	Cumulative G.P.A. of 3.9 or higher

§5. FINANCIAL POLICIES

1. Financial Assistance

At the present time, Galilee School of Theology does not offer federal financial aid to students. However, Galilee School of Theology offers a limited number of scholarships on the basis of high scholastic achievement, and the financial needs of the students. Applications for scholarship assistance should be made to the Director of Admissions. Please refer to the scholarship policy on page 15.

2. Student Budget

In addition to the direct costs of your education, it is important that you develop a budget to identify other financial obligations that you may incur when attending school. These expenses may include transportation, childcare, personal expenses, etc. The school's student service representative will assist you with this budget.

3. Payment Methods

Students must pay the required registration fee and tuition on or before the beginning of each quarter. The Master degree programs cost $200.00 per quarter unit. Doctoral programs cost are $250.00 per quarter credit. Tuition does not cover the cost of registration, books, and other related expenses. Students are responsible for acquiring the textbooks. Some courses require more than one textbook.

Galilee School of Theology accepts the following forms of payment:

- Cash
- Personal Checks
- Money Orders
- Traveler's Checks
- Cashier's Checks

4. Tuition and Fees

The Enrollment Agreement obligates the student and the school for the entire program of instruction. The student's financial obligations will be calculated in accordance with the school's refund policy in the contract and this school catalog. Registration, tuition and book/supply costs for each program are listed below. The Galilee School of Theology Catalog is available at no charge and will be provided to each enrollee prior to enrollment. The school will work with each student to determine the best financial arrangement to meet their obligation for tuition. The school provides a voluntary prepayment plan to students and their families to help reduce the costs upon entry into training. Details are available through the financial representative.

Tuition Table	Master of Sacred Theology	Master of Divinity	Doctor of Ministry	Doctor of Sacred Theology
Tuition	$14,400.00	$24,000.00	$12,500.00	$22,500.00
Registration Fee	$50.00	$50.00	$50.00	$50.00
STRF* N/A				
Books and Supplies	$1,400.00	$1,800.00	$1,400.00	$1,400.00
Total Tuition Cost	**$15,850.00**	**$25,850.00**	**$13,950.00**	**$23.950.00**
Number of units	72.00	120.00	50.00	90.00
Cost per Unit	$200.00	$200.00	$250.00	$250.00
Returned Check	$20.00	$20.00	$20.00	$20.00
Transcript Fee	$5.00	$5.00	$5.00	$5.00

Explanation of Fees

Tuition
Tuition charges are based on the amount the number of units necessary for graduation, multiplied by the cost per unit.

Registration Fee
This is a non-refundable fee for administrative and office costs.

5. Student Tuition Recovery Fund
California law requires that upon enrollment a fee be assessed relative to the cost of tuition (Education Code Section §94923). These fees support the Student Tuition Recovery Fund (STRF), a special fund established by the California Legislature to reimburse students who might otherwise experience a financial loss as a result of untimely school closure. Institutional participation is mandatory.

"You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program,

or

2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party."

(b) In addition to the statement described under subdivision (a) of this section, a qualifying institution shall include the following statement on its current schedule of student charges: "The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered students who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."
   Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, Education Code.

STRF fees are calculated at $2.50 per $1,000 of tuition.
For further information, contact:

Bureau for Private Postsecondary Education
PO Box 980818
West Sacramento, CA 95798-0818
Telephone (916) 431-6959 Fax (916) 263-1897
Toll Free: 888-370-7589

6. Books
An itemized list of the textbooks used for each program is attached to, or listed in the course syllabus that each student receives in their particular course of study.

7. Course Challenge Fee
A $100.00 fee per course will be charged for any course challenged by students. If the challenge test is not passed, then the student will be required to take the course for credit, and the fee paid for the challenge test will be applied toward the tuition of the class.

8. Returned Check
A $35.00 fee will be charged if a check is returned for insufficient funds. This fee is added to the amount of the returned check, and the total payment must be made by cashier's check or money order.

9. Refund and Cancellation of Agreement

The Student has the right to cancel this enrollment agreement and obtain a refund of charges paid through attendance on the first day of class, or the seventh (7th) day after enrollment, whichever is later, and obtain a full refund, minus the registration fee, by submitting a written notice to this School.

Cancellation occurs when the student gives written notice of cancellation to the Director, at the address of the School, shown on this agreement. The Student can also mail, hand deliver, fax or telegram the cancellation. The written notice of cancellation, if sent by mail, is effective when deposited in the mail, properly addressed with prepaid postage. Cancellation notices are to be addressed to: Galilee School of Theology, 1000 Venice Blvd, Los Angeles, CA 90015

10. WITHDRAWAL FROM COURSE:

The Student has the right to withdraw from School at any time. If the Student withdraws from the course of instruction after the cancellation period, the School will remit a pro-rata refund for the unused portion of the tuition and other refundable charges if the student has completed up to 70% of training or less of the instruction within 30 days. The amount of the refund is determined by deducting the registration fee from the total tuition charge, then dividing the remainder by the number of hours in the course to calculate the hourly charge. The refund is the amount in excess of what the student owes for total hours of instruction completed, excluding the non-refundable $125 registration fee.

HYPOTHETICAL REFUND EXAMPLE:

Students have a right to a full refund of all charges, less the $125 registration fee, if the student cancels the enrollment agreement on the first day of class or on the seventh day after signing this agreement. The amount retained by the school will not exceed the $125 (one hundred and twenty-five dollar) registration fee.

If a student withdraws from the program after instruction has begun the student will receive a pro rata refund for the unused portion of the tuition and other refundable charges if the students had completed 70% or less of the instruction. The date of withdrawal is the date of cancellation and is determined as the date the student notifies the school of the decision to cancel, or the last date of attendance, if the student fails to notify the school. The student will be charged for all hours attended. For example, if the Student completes 50 hours of a 100-hour course, and paid $2,000 in tuition, the student would receive a refund of $1,000.

$2000 Tuition Paid By Student	/ 100 Hours / Charged	/ 50 Hours / Completed	/ $1000 Total Due / to School	/ $1,000 Total due / to student

The School will refund money collected from a third party on the student′s behalf, such as Veteran′s Benefits or WIA funds, if the school cancels or discontinues the course in which the student is enrolled, or if the student drops out. If any portion of the tuition was paid from the proceeds of a third party, the refund will be sent to the lender or agency that guaranteed the funds.

Any remaining amount will first be used to repay any student financial aid programs from which the student received benefits, in proportion to the benefits received. Any remaining amount of money will be paid to the student.

If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. The School does not offer any state or federal loan guarantees; no loans of any kind are offered at this school.

11. Determination of the Withdrawal Date
The student's withdrawal is the last date of academic attendance as determined by the institution from its attendance records. The withdrawal date for a student who does not return from an approved leave of absence is set retroactively to the last date of attendance, as determined by the institution's attendance records.

12. Unsatisfactory Financial Progress Requirement
Violation of any of the conditions set forth in the signed Enrollment Agreement may lead to dismissal from the school and/or probation. Failure to meet all financial obligations to the school may also lead to dismissal from school and/or probation.

§6. PROGRAM DESCRIPTIONS

Division I: Theology / Graduate Programs
Division II: ESL

1. Division I: Theology Program Overview

Galilee School of Theology offers two master programs and two doctoral programs.
*All *On Line* Programs are *not* eligible for F-1 visa.

FACTS regarding theology courses:

1) **Master of Divinity**
Focus: To be an *Ordained Minister* in the Church
120 quarter units [coursework 108 units + 3 quarter Internship 12 units]

2) **Master of Sacred Theology**
Focus: To be a Liberated Christian or *Lay Leader* in the world
72 quarter units including Master's Project Paper

3) **Doctor of Ministry**
Focus: To be a *Theologian Preacher* in the Church
50 quarter units = 36 quarter units + Project Paper (14 quarter units)

4) **Doctor of Sacred Theology**
Focus: To be a *Christian Teacher*
90 quarter units = 72 quarter units + Dissertation (18 quarter units)

2. Theology Program Descriptions

1) Master of Divinity

The Master of Divinity Degree is a professional degree, which will equip graduates with the comprehensive graduate education necessary for becoming an ordained Minister. Upon successful completion of the program, graduates are expected to attain the following:

A competent professional skill in preaching the Bible, caring congregation, and leading worship as an ordained minister

A healthy balance among the biblical, historical, theological, and practical areas of study essential for developing organizational, managerial, and counseling skills as an ordained minister

A thorough knowledge and understanding of the traditions

Exposure to contemporary theological issues with the goal of equipping students to think independently and constructively in areas vital to Christian ministry

***Degree Requirements**

- Successfully complete 120 quarter units of the following coursework with a minimum cumulative grade point average of 2.0 on a 4.0 scale:
    - Complete 36 quarter units of common core courses
    - Complete 72 quarter units of elective courses
    - Complete 12 quarter units of internship (Required: 3 quarters of internship)

***Time Limit**

The Master of Divinity program must be completed within 3 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit may be extended due to special extenuating circumstances.

2) Master of Sacred Theology

The Master of Sacred Theology Degree is an academic degree, which will equip graduates with the comprehensive graduate education necessary for advanced studies. Upon successful completion of the program, graduates are expected to attain the following:

Deep understanding of Christian traditions for enlightened understanding of oneself.

Exposure to contemporary theological issues with the goal of equipping students to think independently and constructively in all areas is vital to Christian social life and lay ministry.

***Degree Requirements**

• Successfully complete 72 quarter units of the following coursework with a minimum cumulative grade point average of 2.0 on a 4.0 scale:

- Complete 36 quarter units of common core courses
- Complete 28 quarter units of elective courses
- Complete 8 quarter units of Master's Project Paper

***Time Limit**

The Master of Sacred Theology program must be completed within 2 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit may be extended due to special extenuating circumstances.

3) Doctor of Ministry

The Doctor of Divinity Degree is the highest professional degree in Christian ministry, which will equip graduates with the comprehensive graduate education necessary for becoming a professional in interpreting the Christian traditions. Upon successful completion of the program, graduates are expected to attain the following:

A competent professional skill in interpreting the Bible and Christian history;
Exposure to contemporary theological issues with the goal of equipping students to think independently and constructively in areas vital to Christian ministry

***Degree Requirements**

• Successfully complete 50 quarter units of the following coursework with a minimum cumulative grade point average of 2.0 on a 4.0 scale:

- Complete 36 quarter units of courses
- Complete 14 quarter units of Projector Paper

***Time Limit**

The Doctor of Divinity program must be completed within 2 years from the time the student commenced the first course, as a regular student, which applies to the degree requirements. This time limit may be extended due to special extenuating circumstances.

4) Doctor of Sacred Theology

The Doctor of Sacred Theology Degree is an academic degree with end-user friendly mind, which will equip graduates with the comprehensive graduate education necessary to serve the church as teacher. Upon successful completion of the program, graduates are expected to attain the following:

- A comprehensive understanding of the Bible, Christian traditions and contemporary spiritual situations; And
- A professional skill in communicating various religious visions

***Degree Requirements**

•Successfully complete 90 quarter units of the following coursework with a minimum cumulative grade point average of 2.0 on a 4.0 scale:

• Complete 72 quarter units of courses

•Complete 18 quarter units of dissertation

***Time Limit**

The Doctor of Sacred Theology program must be completed within 3 years from the time a student begins the first course, as a regular student, and applies for the degree requirements. This time limit may be extended due to special extenuating circumstances.

3. Theology Course Descriptions

1) Three Areas

Area I (BE): Biblical Studies and Early Christianity
Area II (HT): Religions, Church History and Theologies
Area III (PC): Post-modern Era and Christian Life

2) Numbering of Courses

300 level: designed exclusively for the beginners in Master of Divinity and Master of Sacred Theology
400 level: advanced studies in Master of Divinity and Master of Sacred Theology
600 level: designed exclusively for doctoral students

** Master program students can take 600 level courses with instructor's permit.*

3) Course Description

BE310 Pentateuch and the Former Prophets

This course provides an orientation to historical, critical, and theological study of the Old Testament/Hebrew Bible. Primary attention is given to foundational texts and theological themes of the Torah (the first five books of the Bible) and the Former Prophets (the books of Joshua, Judges, Samuel and Kings). Exegetical methods and research skills based on the English text are developed to equip the student to become a responsible and effective interpreter of Scriptures.

BE311 Biblical Hebrew I

Hebrew grammar, including exercises in translation and composition, following Kelley′s Biblical Hebrew. Prepares students to read Hebrew prose.

BE312 Biblical Hebrew II
Continues and presupposes BE 311.

BE313 Pastor′s Guide to Hebrew and Greek
Designed to introduce students to the Hebrew and Greek languages. At the end of the semester students enrolled in this course should be able to pronounce both Hebrew and Greek, recognize basic grammatical forms, translate a basic theological vocabulary, make use of Hebrew and Greek lexicons and other reference works, and use commentaries and other secondary literature which presupposes knowledge of the biblical language.

BE320 Prophets and the Prophetic Tradition
This course introduces the prophetic literature of the Old Testament/Hebrew Bible in relation to its ancient Near Eastern historical context. Attention is given to the historical contexts, literary history, and theological themes of this literature and its significance for the work of the church today. Seminar sessions designed to enable students to develop their exegetical and teaching skills complement lectures and assigned readings in which current biblical scholarship is presented.

BE330 Wisdom Literature: Toward Biblical Theology
This course examines the form, content and function of the wisdom literature of both canonical and deuterocanonical books in the Second Temple period. Special emphasis is placed on determining the ideological and historical perspectives of the ancient authors and the theological relevance of wisdom literature in a contemporary endeavor toward biblical theology.

BE340 The Book of Daniel and Apocalyptic Literature
Study and interpretation of representative examples of post-exilic prophecy and the movement from prophecy to apocalyptic in the book of Daniel. Exploring the nature of apocalyptic literature and its development after Israel′s exile, with a focus on theological theme and contemporary issues concerning the future of the Church and the world.

BE350 History of Israelite Religion
The origins and development of the religion of Israel and Judah from its earliest roots in Canaanite culture to its transformation in the Persian period. Attention to extra-biblical, as well as biblical evidence; the religion of family and countryside, as well as that of cities and elites; ritual behavior and mythological representations, and theological assertions and questionings.

BE410 The Cultural Background of the Hebrew Bible
Investigation of the cultural background and presuppositions of the biblical writers by interpretation of biblical texts and archaeological remains and by comparison with materials from other ancient Near Eastern cultures. Implications for understanding and use of the Bible.

BE420 Hebrew Reading and Exegesis
Reading of selected prose texts, with some general grammatical review. Emphasis on precise exegesis and translation into fluent current English.

BE430 The Book of Psalms
The Psalter, its development, organization, and content. The Psalms interpreted in their worship setting. Attention given to literary and devotional values of these lyrical classics of Israel.

BE440 The Book of Isaiah
reading the book of Isaiah in its historical, cultural, social contexts, and modern relevance.

BE450 The Book of Jeremiah
A reading of the book of Jeremiah with attention to its two different texts; the different kinds of literature it contains; the meaning and purpose of individual pericopes; their rhetoric and its cultural, social, and religious contexts, and their significance today.

BE460 Dead Sea Scrolls
Examination of the ancient Hebrew documents discovered in the Judean desert. Topics include authorship of the Dead Sea Scrolls, what they tell us about ancient Judaism and early Christianity, their theological implications.

BE610 Issues in Old Testament Theology
Recent attempts at an Old Testament theology. Relations to historical criticism, history of Hebrew religion, and dogmatic theology. Theological assessment of Old Testament views of God, humanity, history, kingship, prophecy, priesthood, and law. Topics are chosen to reflect research interests of faculty or program participants, or that explore matters of concern to Old Testament theology. May be repeated.

BE620 Old Testament Exegetical Seminar
Required of Doctoral students in Bible; open to other students with permission of the instructor. May be taken more than once for credit when topics vary. Exegesis of a book, larger section, or theme in the Old Testament, with careful attention to methods of interpretation. Seminar presentations and papers.

BE630 Seminar: From Monarch to Messiah, From Moses to Jesus
This course surveys two major traditions/or theologies of the Old Testament (Abrahamic-Davidic and Mosaic-Deuteronomy) from their inception to subsequent adaptations and reinterpretations in the later believing communities. Attention is given to the theological claims and core values of each tradition and its stability and adaptability recorded in the formation of the Bible. Lectures, assigned readings, and discussions are designed toward developing one′s own Christian identity and life formation.

BE640 Bible and Preaching
An interdisciplinary "exegesis for preaching" course team-taught by faculty from both Bible and Theology departments. This course helps students move from exegetical work to the sermon, attending to preaching that continues both the substance of the biblical text and its form and function.

BE690 Directed Studies
Student writes a major paper on the topic chosen by the student in consultation with the instructor. Required of all Doctoral students and designed to prepare for the dissertation.

BE370 New Testament Introduction
Content of the New Testament writing in its historical setting and special attention to its relevance today. Required of students who have not had satisfactory study in the New Testament. This course is a prerequisite for all subsequent New Testament courses.

BE371 New Testament Greek I
Introduction to the grammar and vocabulary of the Greek New Testament. For students with no training in Greek.

BE372 New Testament Greek II
Continues and presupposes BE 371.

BE373 Pastor′s Guide to Hebrew and Greek
Designed to introduce students to the Hebrew and Greek languages. At the end of the semester students enrolled in this course should be able to pronounce both Hebrew and Greek, recognize basic grammatical forms, translate a basic theological vocabulary, make use of Hebrew and Greek lexicons and other reference works, and use commentaries and other secondary literature which presupposes knowledge of the biblical language.

BE380 Gospels and Acts
Comparisons of the gospels: portraits of Jesus and reconstruction of the Jesus of history with attention to first-century cultural and political setting.

BE332 Pauline Letters
Paul′s life, letters, and thoughts are considered historically and in their bearing upon Christian theology.

BE470 The Social Setting of Early Christianity
The focus of the course will be the economy, society, and culture of the Greco-Roman world in which the first Christians lived. The purpose of the course is to introduce the student to the social world that produced the New Testament and other early Christian literature, including martyrdoms and apologies. We will read primary and secondary sources on Roman history (early imperial period), ancient Judaism (from Alexander the Great to the revolt by the messianic figure Bar Kochba), Greco-Roman religions (with focus on the "pagan spirituality" of the ancient mystery religions), and the reaction by Roman magistrates and pagan intellectuals to the new Christian movement. Such context is essential for reconstructing the life, religion, society, and culture of the ancient Christians.

BE472 The Gospel of Mark
English exegesis of the gospel according to Mark.

BE473 The Gospel of John
The interpretation of Jesus and Christianity in the Gospel of John, the Johannine letters, and the Revelation of John.

BE474 Luke and Acts
Luke-Acts as apologetic and missionary instrument in the Roman world. Redefinition of the figure of Jesus, Paul, and the apostles in the late first century.

BE475 Letter to the Romans
Analysis of Paul′s most systemic letter with special attention to the themes of election, justification by faith, ethics, and new Israel. Romans′ historical impact on Luther, Wesley, Barth, and Bultmann.

BE476 The Corinthian Correspondence
A theological and exegetical study; attention to literary and religious-historical problems.

BE477 The Parables
The thought of Jesus and of the early church in the Synoptic Gospel parables; their significance for modern thought.

BE478 Synoptic Problems and Q
Historical, literary, and theological investigation on the gospels that reflect the life and teachings of Jesus the Nazareth. Also a quest for the historical Jesus and its relevance for the Church and Christian living.

BE671 Issues in New Testament Theology
Topics are chosen to reflect research interests of faculty or program participants, or that explore matters of concern to New Testament theology.

BE672 New Testament Exegetical Seminar
Required of Doctoral students in Bible; open to other students with permission of the instructor. May be taken more than once for credit when topics vary. Exegesis of a book, larger section, or theme in the New Testament, with careful attention to methods of interpretation. Seminar presentations and papers.

BE673 Old Testament in the New
This seminar works through representative quotations and allusions from the Old Testament in the New, in various corpora of the New Testament, in order to probe the difficult questions surrounding the relationships between the Testaments. Interest centers not only on questions of text and form but on the manner in which Old Testament texts are handled in Second Temple Judaism and on the diversity of ways in which the New Testament appeals to the Old, the appropriation techniques involved, and especially the hermeneutical axioms and warrants that explicitly or implicitly underlie such appropriation. An attempt is made to relate such findings to selected larger issues of biblical and systematic theology, in short, how Christians can have a unified canon, preaching, and teaching from the entire Bible.

BE674 Bible and Preaching
An interdisciplinary "exegesis for preaching" course team-taught by faculty from both Bible and Theology departments. This course helps students move from exegetical work to the sermon, attending to preaching that continues both the substance of the biblical text and its form and function.

BE679 Directed Studies
Student writes a major paper on the topic chosen by the student in consultation with the instructor. Required of all Doctoral students and designed to prepare for the dissertation.

HT300 Practice in Reading & Writing
A non-credit course that considers sentence skills, developmental strategies, and documentation styles needed in order to write academic essays, with attention to written and oral communication.

HT310 Theology I: History of Christian Theology
A survey of the major philosophers of the West whose thought has contributed to the development of Christian theology. One-hour study section is required.

HT311 Introduction to Doing Christian Theology
Methodological survey course in ancient, medieval, and modern Christian thought. Basic introduction course covers key concepts in Christian theology.

HT313 Systematic Theology I (Introduction to the CREDO)

Systematic theology attempts to articulate in a coherent way the church′s claims regarding the truth of the Gospel of Jesus Christ. We will examine the contexts, tasks, sources and norms of theology. We will also engage classic and contemporary teachings about the Triune God and the wondrous creation of a glorious Creator.

HT314 Systematic Theology II
A continuation of Systematic Theology I, this course will cover the doctrines of Jesus Christ, the Holy Spirit, the Church, and eschatology. Always we will try to remember that the critical and constructive task of theological reflection is related to the life and practices of Christians living within the context of a world loved by God.

HT315 Readings in Spiritual Classics
This course offers guidance for close readings and thoughtful exploration of some major texts within Christian spirituality from the early centuries of the church to the present. Additional readings by contemporary scholars whose work helps set the classical texts in their historical context of the Christian church and the development of spiritual understanding will also be assigned. Pre-requisite: Christian Tradition I and Introduction to Spiritual Guidance or permission of the instructor.

HT320 Church History I: Survey
A description and critical introduction to the history of the Church from the post-biblical period to the present; attention is given to the Church′s evangelical engagement with other cultures and religions from Hellenism to the scholastic-medieval church.

HT321 Church History II: Survey
Social, personal, institutional, and theological aspects of the medieval ecclesiastical structure in the West to the emergence of Protestantism

HT322 Development of Christian Thought of Early and Medieval Christianity
In this course, we will survey key works in the Christian tradition related to the passion, addressing the central question: Why did Jesus die on the cross? We will trace the themes of suffering and love, and the connection between them, in order to gain a deeper understanding of the role of the cross in both the history of Christianity and in its contemporary expressions.

HT323 History of Protestant Denominations
An exploration of denominational origins of Protestantism and their distinctive doctrines.

HT324 Orthodox Christianity
An introduction to the historical, theological, spiritual, and liturgical dimensions of Orthodoxy and its branches.

HT325 The Reformations
Social, personal, institutional, and theological aspects of reform and renewal in the sixteenth century from Luther to the Council of Trent.

HT326 John Wesley and the Methodist Tradition
An introduction to Wesley and the various churches and movements that continue his spiritual, theological, and ethical tradition.

HT327 Theological Thinking for Everyday Life
For theological thinking to avoid superficiality, it is important to have both a solid understanding of the modern world that stimulates our thinking and a serious grasp of theological themes. An ability to think with precision and creativity is also vital. These skills and bodies of knowledge can lead to deep insights and also help us to avoid pitfalls and dead ends as we do our theological thinking. This course aims to teach theological thinking by doing a lot of it. In particular, the class is designed to place the specific experiences of participants in conversation with each other and with the wisdom of the authors of our readings. The result should be a thought-provoking, exploratory process that helps us become more effective theological thinkers.

HT328 Women in the Early and Medieval Church
An examination of the lives and writings of ancient and medieval women of faith, using both primary sources and recent scholarship.

HT350 History of Christian Mission
Seminar on the history of Christian missions, from the early church to the present. Issues of historiography, method, and the emergence of non-western church history.

HT351 Post-Holocaust Theology
Examination of alternative approaches to reconstructing Christian theology after Auschwitz with emphasis upon the constructive theological task.

HT381 Study of Religions: Buddhism, Confucianism, and Shamanism
Focus on the world view of each tradition and the historical development of that world view.

HT382 Philosophy and Religious Language
Philosophical introduction to issues in understanding of Religious languages, with special attention to Personal-Theistic Christian language.

HT383 Christian Encounter with the Religious "Others"
Amid the rapid changes of religiously pluralist landscapes, Christians need special grace and skills to engage with many others whose religious truth claims, practices and goals for a spiritual life may differ dramatically from our own. We must develop guidance for mapping and evaluating such traditions (new or ancient, small or global) in light of biblical revelation across a wide spectrum that even ordinary members of local congregations may expect to encounter. By engaging in direct dialogue with persons from other world faiths and some new religious movements, students learn skills of confident witness in a framework of gentleness, respect and compassion.

HT383 Religion and Society in East Asia
Comparative and historical study of the interaction of religion and society in East Asia. Particular attention to the relation of Christianity with Asian religions and the role of religion in modernization, with special attention Korean society.

HT384 Theological Implications of Whitehead′s Philosophy

A detailed study of Whitehead′s physical and metaphysical thought provides a framework for a formal consideration of his religious ideas. Hartshorne′s transformation of Whitehead′s metaphysical and religious ideas into pantheism. Philosophical ideas in process theology.

HT385 Topics in Speculative Philosophy
A detailed study of the thesis that valuation structures thinking in imagination, interpretation, theorizing, and the pursuit of responsibility. Principal texts are the instructor′s Reconstruction of Thinking, Recovery of the Measure, and Normative Cultures.

HT386 Theological Uses of Philosophy
A study of the role of philosophical thinking and of major philosophers in theology.

HT387 Religious Experience
A survey of the historical traditions, recent trends, contemporary experiences and popular spirituality of varied religious communities.

HT387 Science and Christian Faith
Explores recent developments in the theoretical and cultural relations between religion and science, paying particular attention to strategies for moving beyond the limitations of the pervasive "conflict" view. No specific background in science required. Focuses primarily, though not exclusively, on the interaction between Christian thought and the natural sciences.

HT388 Mysticism East and West
An investigation of major figures or schools in Hindu, Buddhist, Islamic and Christian mysticism, with reference to the Greek philosophical mysticism of Neo-Platonism, and of the philosophical questions concerning the nature of mystical experiences. Students employ a personal journal to relate the concerns of the course to their own experience.

HT389 Christianity and its Critics
A survey of critics of Christianity from the early church to the present, including such figures as Celsus, Hume, Nietzsche, Freud, and Marx in order to understand, evaluate, and respond to the criticism.

HT390 God and the Problem of Evil
A course that addresses the question, If God is all-good, all-knowing, and all-powerful, then why does evil exist?

HT408 Critical Reflections on Christian Ideas of Human Salvation
Starting the three types of atonement theory, review the contemporary alternative understandings of human happiness.

HT415 Readings in Modern Protestant Thought
Students read selected primary sources from Hume to the present.

HT416 Pietism and Rationalism in the Modern West
The course will investigate the roots and the rise of Pietism and Deism in Europe and North America in the period circa 1670–1900. Particular attention will be paid to the social context of these religious movements as well as to their most important personalities and theological characteristics.

HT417 American Church History
The development of American Christianity as a social, intellectual, institutional, and cultural movement

HT418 Jesus and Arts
Historical research to the western history of artifacts in terms of spirituality

HT419 Asian Church History
The development of Asian Christianity as a social, intellectual, institutional, and cultural movement with special attention the Korean Church

HT420 Advanced Systematic Theology I: God and Creation
A study of creations as the fundamental religious relation between God and the world, defining both; Develops an adequate Christian theology of God and explores alternate conceptions of God.

HT421 Advanced Systematic Theology II: The Human Condition
Study of the theological dimensions of human life, examining the Christian notions of sin and salvation, and some variants and alternatives to these and other religious traditions; Develops a contemporary Christology

HT423 Advanced Systematic Theology III
A study of the person and mission of Jesus Christ in the light of biblical, patristic, medieval, and contemporary systematic reflection

HT424 Advanced Systematic Theology III: Holy Spirit
Study of the theological dimensions of human life, examining the Christian notions of sin and salvation, and some variants and alternatives to these and other religious traditions. Develops a contemporary Christology

HT425 Contemporary Theological Issues
This course is a study of the themes, assumptions, methods, movements and/or debates within the broad and complex field of contemporary theology. This course
will change each time it is offered, pursuing different themes and trajectories (e.g. narrative, feminist, black, Feminist, or postmodern theologies). Thus it may be repeated for credit.

HT433 Luther and the Radical Reformers
Historical-social contexts, theologies, and effects of the history of the church from the Reformation to the present

HT434 Dietrich Bonhoeffer: Life, Theology & Witness
Dietrich Bonhoeffer′s life stands as an extraordinary witness against the backdrop of that long, dark night known as Nazi Germany. He is rightly well known for his popular and influential books, Discipleship and Life Together. However, this pastor, theologian and director of a seminary also penned numerous other

writings in biblical studies, ethics, systematic and practical theology—as well as unforgettable letters from prison—that have etched his influence in large letters into the face of contemporary theology. This course reflects on Bonhoeffer′s life, theology and ongoing witness.

HT435 Thoughts of Leading Contemporary Theologians (Tillich and Rahner)
Centered on one of the major works of the twentieth century, the Systematic Theology, this course is designed to assist students to contextualize, interpret, and analyze the thoughts of Paul Tillich and Karl Rahner to assess their significance for contemporary theology.

HT441 Jesus in the Gospels
Comparisons of the gospels: portraits of Jesus and reconstruction of the Jesus of history with attention to first-century cultural and political setting.

HT451 Liberation Theologies
Theologies of liberation originated in the mid-20th century and have continued in various forms and contexts on into the 21st century. This course examines some of the classic texts in Latin American, Asian, Hispanic, black, womanist, and feminist liberation theology and aims at an understanding of their sources, methods, hermeneutic, and primary themes. The course is a "reading" course and will take place in a seminar format.

HT453 Women in Christianity
Students will explore the many ways in which religious ideas, practices, and institutions are gendered. Using both historical and contemporary cases and issues, we will look at how religion has been both a source of power and a source of oppression for women. Having completed this course, students will be able to identify significant female religious leaders and religio-social movements that have been led by women; and they will be able to analyze the social forces that shape and are shaped by the religious experiences of women.

HT466 Postmodern Theologies
The course examines the implications of postmodern theories for the development of theology, specifically focusing on the nature of subjectivity and the transformation of moral philosophy and ethics engendered by postmodernism′s critical reevaluation of the relationship between the Self and the Other.

HT482 Contemporary Theological Systems
An exploration of contemporary systematic perspectives on the Christian faith aimed at facilitating the development of the student′s own ability to think theologically and to construct his or her own theological perspective in light of his or her own theological tradition and the contemporary situation.

HT485 Sacramental Theology
Redefinition of sacraments in light of recent ecumenical liturgical developments and bibliographical studies with References to Barth, Schillebeeckx, the World Council′s BEM document, and COCU′s Consensus

HT497 History of the Social Teachings of the Church
Social ethics of the church from its beginning to recent times. Interrelationship with political philosophy and development of social theory

HT499 Contemporary Social Teachings of the Christian Church
An examination of the five contemporary approaches to Christian social ethics: the social gospel movement (Rauschenbusch), Christian realism (Reinhold Niebuhr), liberation perspectives, feminist social ethics, and Roman Catholic social teachings tradition.

HT500 STM
Thesis The two-quarter sequence of supervised research is required.

HT501 M.Div.
Thesis The two-quarter sequence of supervised research is required.

HT600 Foundations of Systematic Theology
A survey of basic theological topics, such as revelation, the Triune God, Christ, the church, with attention to theological method and historical development

***HT601 Critical Review of the Christian Ideas of Salvation (12 Units)**

An interactive survey of basic ideas of Atonement and Eschaton with particular attention to seeker′s value

***HT603 Intensive Seminar on My understanding of Christian Salvation (12 Units)**

Intensive Seminar on the traditional ideas of Atonement and Eschaton from various points of view

***HT605 Critical Review of the Christian Creed (12 Units)**

An interactive survey of basic ideas in the Apostles′ Creed with special attention to seeker′s value

***HT607 Intensive Seminar on My understanding of Christian Creed (12 Units)**

Intensive Seminar on a postmodern understanding of the Apostles′ Creed from various points of view

HT610 Christology and Christian Life

The body—what is it? What are its limits? How do we understand the concept in terms of the Word, the Church, Jesus of Nazareth, the brain, the environment, and ourselves? This course attempts a joyful approach to the theological category of "incarnation" broadly understood. In Christianity, incarnation refers to God′s presence as "man" amongst humankind, the "limiting" of an eternal God in the finite, poignantly frail form made available by the human body. Methodologically, the course moves dialectically between scripture, theological textual sources, and mystical writings on the one hand, and theoretical works from philosophy, cognitive science, and psychoanalysis, on the other.

HT613 Seminar on Religion and Social Change

This course includes an exploration of the relationship between religion and social changes, including the problems of modernization and globalization. Particular attention to the ways in which religion either supports the status quo or promotes social change, involving such problems as fundamentalist and utopian movements in the worldwide and contemporary setting.

HT615 Seminar: Theology and Ministry of Selected Theologians in Church History

Study of theology, ministry, and dialectic in Augustine, Luther, Schleiermacher, and Barth through analysis of their historical contexts, theological writings, and the written records of their ministries

HT617 Preaching to the Modern World

Consideration of the ways in which the contexts of preaching today differ from those in which the familiar formulations of theology came into being as well as the theological implications of the differences

HT619 Issues in Contemporary Theologies

Recent attempts at Christian theology. Relations to historical developments of Christian self-understanding, history of religion, and systematic theology

HT620 Seminar on Theological Methodology

Required of Doctoral students in Theology; open to other students with permission of the instructor. May be taken more than once for credit when topics vary.

HT630 Directed Studies
Student writes a major paper on the topic chosen by the student in consultation with the instructor. Required of all Doctoral students and designed to prepare for the dissertation.

***HT690 STD Dissertation 1 (preacher track) (*12units)**
Dissertation on Seven Hot Topics in Galilee School of Theology Format.

***HT691 STD Dissertation 2 (teacher track)(*12units)**
Dissertation on a Selected Topic in Galilee School of Theology Format.

PC300 Theology for Ministry
A course in which students develop their own views on three or four major theological themes (such as the person of Jesus Christ, justification by faith, the authority of scripture, church and state). Biblical foundations, important historical and contemporary formulations, and practical implications of these themes are explored.

PC301 Foundations of Christian Ministry
A survey of the biblical, theological, and spiritual foundations of ministry, and of the expression of lay and ordained ministry in various Christian traditions.

PC302 Introduction to Christian Ministry
Resources for congregational analysis, leadership and administration. Focus on developing a practical theology for discernment and decision-making. Two semesters must be successfully completed for credit.

PC303 Contemporary Theology of the Disciples of Christ
A study of recent Disciples reflection on perennial and current theological issues.

PC304 Women in Ministry
Contemporary issues and debates related to the increased participation of women in ordained ministry. Emerging models of ministerial practice. For women and men.

PC305 Public Ministry: The Church in the City
Exploration of the multiple dimensions of the church's ministry in contemporary urban settings.

PC306 Theology and Practice of Evangelism
In-depth examination of the meaning and methods of evangelism in contemporary American society.

PC307 Theology and Practice of Stewardship
Exploration of a biblical, theological, ethical and practical understanding of stewardship, with the development of a holistic stewardship program for congregational life.

PC308 Internship
Student selects, with the guidance of the advisor, one area of ministry to explore through the experience of an internship. Possibilities include parish ministries of education or youth ministry; soup kitchens, shelters and other social justice ministries; prison ministry; and hospital chaplaincy. Aims to help the student integrate theological education in pastoral ministry with the practical world of ministry. Permission of the department chair and dean for academic affairs required.

PC320 Theology and Narrative
A consideration of narrative as a resource for theological understanding and construction including actual narratives by religious authors.

PC321 Introduction to Preaching
Exploration of basic issues: Theology of preaching, biblical exegesis, hermeneutics, sermonic movement, delivery, in relationship to particular contexts.

PC322 The Art of Biblical Preaching
A study of the effective means of letting the Bible speak to the modern generation

PC329 Crafting the Sermon
An exploration of the creation of a sermon from Scripture text to final form, designed both for those who proclaim and for those who would be discerning listeners.

PC330 Theological Understanding of Worship
Corporate worship is analyzed in terms of love, faith, and hope. Preaching and sacramental and pastoral rites are placed in an ecclesiological and missiological context.

PC331 Worship and Church Music
Overview of basic issues, histories and theologies in planning and leading worship: hymnody, sacraments, the Christian year, pastoral offices (weddings, funerals, healing services).

PC332 Word and Table
Examines the basic shape of Christian worship with particular attention to the relationship of Word and Table and to theologies and practices of the Lord′s Supper/Eucharist.

PC333 Liturgy and Learning
Examination of ways in which liturgy helps form and express Christian community. Focus on how ritual helps Christian communities know God, world and themselves

PC334 Worship, Theology and Culture
Explores issues and themes in contemporary liturgical theology as these engage particular social, cultural and ethnic contexts.

PC339 Music in the Christian Tradition
The story of music's place in Christian worship and spirituality from Gregorian Chant to contemporary expressions.

PC340 Moral Theology
Situates the moral life and contemporary issues within the Christian theological tradition. As a capstone for the core curriculum, requires interdisciplinary work, particularly in relation to each student′s major and/or prospective career.

PC341 Prayer in the Christian Tradition.
This course invites careful attention to the practices of corporate and personal prayer within the believing community from Old Testament times to the present. Experience of prayer, class discussion, readings, and course assignments will assist us in our discovery of the formative and transformative nature of the relational dialogue God enters into with us, and we with God.

PC342 Book of Common Prayer
A study of the history and character of the Book of Common Prayer; its worldwide influence on worship; and its role in shaping the character of Anglican tradition.

PC350 Communication for the Minister
Develops oral communication skills: voice and diction, reading of scripture, poetry, prose, drama. Examines contemporary communication theory/practice: self-concept, perception, listening, nonverbal, semantics, conflict resolution.

PC351 Religion and Film
For centuries, most Christians learned about theology through visual texts – statues, icons, stained glass windows, sacred spaces, and medieval mystery plays. Today, the visual medium we are most familiar with is film. This course introduces students to the concepts and practices of theological reflection and study through the medium of films. Films selected will include both overtly religious films, as well as films which explore religious and spiritual themes less directly. The course will pay special attention to how film narratives shape our sense of what "religion" is, where we find it, and how it shapes human relationships and societies. The course requires no background in theology. Evening attendance at film showing may be required as a part of the course.

PC352 Media and Postmodern Evangelism.
Applications of contemporary media and technologies for Christian communications and evangelism.

PC355 Word Beyond Words: The Arts and Christian Spirituality
An exploration of the theological, spiritual, and liturgical importance of art and music in various Christian traditions.

PC360 Theology and Practice of Congregational Administration
Exploration of the theology of church administration; how particular skill and systems of congregational life best embody the practice of Christian faith.

PC362 Denominational Polity.
Polity to be specified by needs of students.

PC364 Conflict Management in the Church
A study in addressing destructive conflict through the theory, theology, and practice of conflict transformation

PC365 Small Groups in the Life of the Church
An introduction to the skills and processes needed for the ministry, learning, and fellowship accomplished through various kinds of small groups.

PC369 Church Administration and Congregational Development
An integrated course in the processes of developing and implementing a church vision, moving a church forward, and administering the structures that support and execute the vision.

PC370 Basics of Pastoral Care and Counseling
Basic principles and skills of pastoral counseling and their application to pastoral situations including informal, crisis, grief, referral, marriage/family, ethical and spiritual issues.

PC371 Introduction to Pastoral Psychotherapy
Principles of therapy with individuals, couples, families, groups and larger systems; assessment and evaluation instruments; intra-psychic, inter-subjective, societal and spiritual dynamics

PC372 Introduction to Marriage and Family Therapy
Application of family systems concepts from several family therapy theoretical models. Intervention strategies and skills applied to individuals, couples, families.

PC373 Aging and the Family
Clinical and theological perspectives on developmental, systemic and cultural aspects of aging.

PC374 Foundations of Healing
Healing traditions from ancient to modern times. Implications for contemporary approaches to healing with attention to the integration of spirituality and psychotherapy.

PC375 Theological Perspectives on Pastoral Care
Analysis of theological perspectives on pastoral care understood as pastoral leadership and nurture of individuals and congregations in their life in Christian mission.

PC376 Religion, Medicine and Pastoral Care
Examines theological, research and professional issues faced by religious and healing communities. Attention to medical ethical concerns and pastoral care to the sick.

PC377 Pastoral and Spiritual Care
An exploration of the theoretical and theological basis for Christian caring, with attention to practices of guiding, sustaining, healing, and reconciling.

PC378 Treating Addictive Behavior
Diagnosis and treatment of addictive behaviors, including substance abuse and process addictions. Attention to underlying spiritual issues and dynamics of healing.

PC379 Cross-Cultural Issues in Counseling
Consideration of the impact of cultural differences on therapy outcomes, with special attention to major cultural groups in the region.

PC380 Pastoral Psychotherapy and the Neurotic Process
Development of technique and treatment of Oedipal disorders, drawing largely on the psychoanalytic tradition and its pastoral interpreters. Readings in Freud, Jung, and Fromm.

PC381 Education and Formation in the Church
Changing perspectives of education and the life of the church. Special attention to the contemporary context and the congregational unit.

PC382 Foundations of Christian Education
Helps to develop a practical theology of religious education. Focuses on the theological foundations of faith education, including an understanding of the spiritual formation of children and adults. Students also study specific strategies for catechesis including planning, teaching methods, catechetical formation

PC383 Nurturing Faith across a Lifespan
Explores the ways in which the church can encourage and support the faith formation of persons at various ages and stages of human development.

PC384 Faith Development and Leadership in Ministry
Analysis of several developmental epistemologies in relationship to recent work in practical theology and the implications for ministry.

PC385 Contemporary Studies in Faith Formation
An exploration of theological perspectives, methods and resources for teaching in relation to a contemporary issue or particular educational setting.

PC386 Christian Education for the Public Realm
Explores the relationship between spiritual reflection and faithful action in the public witness of the church and the daily lives of its members

PC387 Personality, Human Development, and Christian Faith
Theories of human development in family, community and societal context. Implications of life-span transitions for faith and vocation.

PC388 Teaching and Curriculum in Faith Education
An examination of the theory and practice of varied teaching and learning styles, current issues in curriculum and pedagogy, and skills for curriculum design and assessment

PC389 Principles of Youth Ministry
An exploration of a comprehensive approach to youth ministry, including biblical and theological foundations, principles and approaches, and components and structures.

PC390 Calling and Response: Discipleship in the Bible and the Contemporary World
Students will examine the New Testament concept of discipleship in light of the Christian understanding of vocation. Beginning with an investigation into the Old Testament origins of divine calling and human response, students will sift through the stories, speeches and persons found in the New Testament to establish for them an understanding of modern Christian life with respect of the material dimension of life.

PC391 Healing in the Face of Suffering, Sickness and Death
With an interdisciplinary perspective, examines significant historical, liturgical, theological, pastoral, social and psychological dimensions of human suffering, of the care of the sick, the dying and the deceased. Topics will include the stages of dying, grieving, restorative justice, compassion, pastoral care and the liturgical rites used to accompany the sick, the dying and the deceased in their particular circumstances

PC400 Fundamentals of Theological Ethics
A survey of the major foundational themes in Christian ethics, such as sin and virtue, moral development, conscience and character, Scripture and ethics, and approaches to selected contemporary issues.

PC401 Theology and Sociology of the City
An examination of the city in biblical and theological perspective and an introduction to the sociology of urban systems, structures, and conditions that create problems and/or provide hope.

PC410 Bio Ethics
A survey of fundamental issues in, and current theological perspectives on, topics such as abortion, euthanasia, treatment of terminal illnesses, the ethics of genetic research, patient rights, physician-assisted suicide, and justice issues in health-care delivery.

PC420 God & Mammon: Business and Professional Ethics
A study of fundamental concepts and issues of business and professional ethics in the light of Christian ethics, including such topics as scriptural and church attitudes toward business, theological theories of economic justice, and corporations as moral agents.

PC421 Theology and the Environment
Explores the relationships between Christian theology—with a special emphasis on Catholic social teaching—and concern for the environment. Criticisms of Christian theologies in accordance with new ecological insights will also be suggested.

PC422 The Church in a Post-Christian Context
A review of trends in thinking about the identity and mission of the Church after Christendom and in the context of postmodernism.

PC436 One-to-One Discipling
There are certainly advantages to being a disciple in a group setting. However, in a one-on-one environment, there are so many other opportunities for growth. The person being mentored sees God in the life of a person, and can translate that into their own faith story and struggles. Just as there is no substitute for a coach in the life of an Olympic athlete, there is no substitute for a mentor or a coach in the life of a growing Christian, and that is what one-on-one discipleship is all about.

PC440 Supervised Concurrent Field Education Year I
An opportunity for continuation of supervised experience in ministry for the advanced student. Two semesters must be successfully completed for credit.

PC441 Supervised Concurrent Field Education Year II
An opportunity for continuation of supervised experience in ministry for the advanced student. Two semesters must be successfully completed for credit.

PC450 Christian Spirituality
A study of classic and contemporary texts in Christian spirituality. Students compose a personal journal to relate the concerns of the readings to their own experience.

PC451 Worship and Spirituality in ecumenical context
Worship, including sacramental life, prayer and Bible study, is integral to the life of the church and the search for unity. This project encourages traditional and newer expressions of spirituality in the church and explores how these relate to a search for unity.

PC455 Classics of Christian Spirituality: Medieval to Modern
A discussion of texts by spiritual writers from the 12th century to the present day

PC457 Christian Spirituality
An examination of spirituality in the second to fifth Christian centuries through an exploration of the lives of early Christian men and women who pursued prayer, scriptural meditation, and service to others.

PC458 Foundations of Christian Spirituality
In examination of spiritual theology, conversion, means of spiritual growth, disciplines, prayer, and spiritual guidance in various faith traditions.

PC459 Health, Disease, and Spirituality
An exploration of the interdependence of body, mind, and spirit from biblical,
theological, spiritual, psychological, and medical perspectives, and the implications for ministry in the church.

PC460 Theological Issues in the Contemporary Ecumenical Movement
Implications of recent ecumenical discussion for Ecclesiology and Christology, and an analysis of ecumenical statements on sacraments, ministry, mission and community.

PC470: Clinical Pastoral Education I
Intensive six credit course in accredited training center introducing the student to emotional and spiritual factors in illness and health, inter-professional ethics and experience in pastoral care.

PC471 Clinical Pastoral Education II
An intensive six credit course designed for students advancing in clinical pastoral education.

PC611 Advanced Preaching.
Theory of preaching, exegesis, sermonic form, meeting of the contemporary mind. Supervised preaching. Open to experienced preachers.

PC612 Guided Research in Worship.
Individualized programs of research in the history, theology and practice of Christian worship.

PC613 Guided Research in Preaching
Individualized programs of research in the history, theology, and practice of Preaching.

PC614 Guided Research in Christian Education
Individualized programs of research in the history, theology, and practice of Christian Education.

PC680 Study Tour: Art and Spirituality
A tour in sites of one or more countries that show the historical and contemporary connections between artistic masterpieces and spiritual life

4. Division II INTENSIVE ENGLISH Program and Course Descriptions

ESL-101 Beginning Level 5 Credit Hours 160 Clock Hours

Students are introduced to the present and present continuous tenses along with *"wh"* questions; uses of *this/that* and *these/those* are also introduced. Students learn adverbs of frequency, uses of *hello* and *good-bye*. Students learn to describe: their school, daily activities, including exercise, prices of items, giving opinions, buying and selling items, and comparisons, including likes and dislikes. Additionally, students learn to write simple biographies and e-mails

ESL-102 Beginning Level 5 Credit Hours 160 Clock Hours

In this level the past and future tenses are introduced; additionally students learn to describe: locations, past events, vacations, physical appearances, geographical locations, health problems, and likes and dislikes. Students learn the uses of *there is/there are, either/neither*, and cell phone etiquette.

ESL-103 Intermediate Level 5 Credit Hours 160 Clock Hours

Students are introduced to short answers; regular and irregular verbs; possessive adjectives: *our* and *their*; pronunciation of letters: *s, sh, th*, and listening to classmates spell their names. Additionally students are introduced to: asking about and describing current activities; learning to use a variety of "time" expressions: morning, noon, night, midnight, etc, use of prepositions: *in, in front of, behind, on, next to* and *under*.

ESL-104 Intermediate Level 5 Credit Hours 160 Clock Hours

Writing competencies at this level begin to increase in content and value; students write about friends and family and their future; students additionally work on a variety of activities to increase comprehension. Possessive adjectives, affirmative statements and contractions, as well as possessive adjectives and third person singular –s endings are introduced at this level.

ESL-105 Advanced Level 5 Credit Hours 160 Clock Hours

Students learn to describe their living situations in apartments, studios, dormitories, homes, etc. Students are introduced to the past continuous tense; they learn to offer explanations, discuss and write about controversial issues. Students learn to make requests, write narrative stories, and describe: problems and solutions, living in other countries, challenges, frustrations, and rewards. They additionally learn to write a letter of complaint, use noun phrases and use: *expect to, supposed to*.

ESL-106 Advanced Level 5 Credit Hours 160 Clock Hours

In this advanced level students learn to use auxiliary verbs, complex noun phrases, and how to use word emphasis in sentences. Additionally students learn to ask for preferences (pros and cons), uses of: *world rather*, use questions of choice, and develop the skills to write: short speeches, short stories, personal and business letters, a television commercial. Student also learn to use relative pronouns, *if* clauses, and the uses of gerunds.

5. DISTANCE LEARNING

GST may offer Distance Learning courses in the fall 2012 or spring 2013 sessions. Those students who may be interested in Distance Learning should read the following information:

For Students enrolled in DISTANCE LEARNING:

The school will provide distance learning classes for which students have enrolled within seven days after the school accepts the student for admission.

The student shall have the right to cancel the agreement and receive a full refund pursuant to section 71750 before the first lesson and materials are received. Cancellation is effective on the date written when the notice of cancellation is sent. The school shall make the refund pursuant to section 71750. If the institution sent the lesson and materials before an effective cancellation notice was received, the institution shall make a refund within 45 days after the student′s return of the materials.

The school shall transmit all of the lessons and other materials to the student if the student: A) has fully paid for the educational program; and B) after having received the first lesson and initial materials, requests in writing that all of the material be sent.

If the school transmits the balance of the material as the student requests, the school shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student, but shall not be obligated to pay any refund after all of the lessons and material are transmitted.

Distance Education Programs and course work will not be offered in real time.

6. LANGUAGE FOR ALL THEOLOGICAL COURSEWORK:

The instruction in all theological classes will be taught in English and Korean. The primary language used in class is English with Korean translations. The school uses the TOEFL as a measurement of student language achievement. GST requires a TOEFL score of 500.

Students who enroll in the GST Language Center' s Intensive English program will be able to achieve the language criteria for entering the Theological School if so desired.

§7. ACADEMIC CALENDAR

Fall Quarter 2011	**Sep. 6-Nov. 18**
Student registration and orientation	Sep. 6 - Sep. 9
First day of classes of the Fall Quarter	Sep. 12
Last day to add class or register late	Sep. 24
Last day to drop classes	Oct. 7
Columbus Day- Academic Holiday	Oct. 10
Last day to withdraw classes with a passing grade "WP"	Oct. 21
Veteran's Day – Academic Holiday	Nov. 11
Final examination	Nov. 14-Nov. 19
Last day of classes of the Fall Quarter	Nov. 19
End of Quarter	Nov. 19
Thanksgiving Vacation - Academic Holiday	Nov. 21-Nov. 26
Winter Quarter 2012	**Nov. 28-Feb. 25, 2012**
Student registration and orientation	Nov. 28-Dec. 2
First day of classes of the Winter Quarter	Dec. 5
Last day to add class or register late	Dec. 16
Last day to drop classes	Dec. 23
Christmas Vacation & New Year - Academic Holiday	Dec. 24-Jan. 6, 2012
Martin Luther King Day - Academic Holiday	Jan. 16, 2012
Last day to withdraw classes with a passing grade "WP"	Jan. 27, 2012
Final examination	Feb. 21-Feb. 25, 2012
Last day of classes of the Winter Quarter	Feb. 25, 2012
End of Quarter	Feb. 25, 2012

Spring Quarter 2012	**Mar. 5- May 26**
Student registration and orientation	Mar. 5 – Mar. 10
First day of classes of the Spring Quarter	Mar. 12
Last day to add class or register late	Mar. 24
Last day to drop classes	Apr. 6
Easter Vacation - Academic Holiday	Apr. 18 - 23
Last day to withdraw classes with a passing grade "WP"	Apr. 27
Final examination	May 21-May 26
Last day of classes of the Spring Quarter	May 26
End of Quarter	May 26
Memorial Day - Academic Holiday	May 28
Graduation Day	June 9
Summer Quarter 2012	**June 4-Aug 18**
Student registration and orientation	June 4 - 9
First day of classes of the Summer Quarter	June 11
Last day to add class or register late	June 22
Independence Day - Academic Holiday	July 4
Last day to drop classes	July 6
Last day to withdraw classes with a passing grade "WP"	July 20
Final examination	Aug. 13- Aug. 18
Last day of classes of the Summer Quarter	Aug. 18
End of Quarter	Aug. 18

Fall Quarter 2012	**Sep. 4-Nov. 17**
Student registration and orientation	Sep. 4 - Sep. 7
First day of classes of the Fall Quarter	Sep. 10
Last day to add class or register late	Sep. 22
Last day to drop classes	Oct. 5
Columbus Day- Academic Holiday	Oct. 8
Last day to withdraw classes with a passing grade "WP"	Oct. 19
Veteran's Day – Academic Holiday	Nov. 12
Final examination	Nov. 13-Nov. 17
Last day of classes of the Fall Quarter	Nov. 17
End of Quarter	Nov. 17
Thanksgiving Vacation - Academic Holiday	Nov. 19-Nov. 24
Winter Quarter 2013	**Nov. 27-Feb. 23, 2013**
Student registration and orientation	Nov. 27-Nov.30
First day of classes of the Winter Quarter	Dec. 3
Last day to add class or register late	Dec. 14
Last day to drop classes	Dec. 21
Christmas Vacation & New Year - Academic Holiday	Dec. 24-Jan. 5, 2013
Martin Luther King Day - Academic Holiday	Jan. 21, 2013
Last day to withdraw classes with a passing grade "WP"	Feb. 02, 2013
Final examination	Feb. 21-Feb. 25, 2013
Last day of classes of the Winter Quarter	Feb. 23, 2013
End of Quarter	Feb. 23, 2013

Spring Quarter 2013	**Mar. 4- May 25**
Student registration and orientation	Mar. 4 – Mar. 9
First day of classes of the Spring Quarter	Mar. 11
Last day to add class or register late	Mar. 25
Easter Vacation - Academic Holiday	Mar. 25 - 30
Last day to drop classes	Apr. 6
Last day to withdraw classes with a passing grade "WP"	Apr. 26
Final examination	May 20-May 25
Last day of classes of the Spring Quarter	May 25
End of Quarter	May 25
Memorial Day - Academic Holiday	May 27
Graduation Day	June 8
Summer Quarter 2013	**June 3-Aug 17**
Student registration and orientation	June 3 - 8
First day of classes of the Summer Quarter	June 10
Last day to add class or register late	June 22
Independence Day - Academic Holiday	July 4
Last day to drop classes	July 13
Last day to withdraw classes with a passing grade "WP"	July 20
Final examination	Aug. 12- Aug. 17
Last day of classes of the Summer Quarter	Aug. 17
End of Quarter	Aug. 17

§8. Written Disclosure

“ Any questions a student may have regarding this catalog that have not been answered by the institution may be directed to the

Bureau for Private Postsecondary Education
P.O. BOX 980818
West Sacramento, CA 95798-0818

Toll Free Phone Number: 888-730-7589

Website: www.bppe.ca.gov

E-mail Address: bppe@dca.ca.gov

“ As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement.

“ You are encouraged to review the School Performance Fact Sheet, which much be provided to you prior to signing an enrollment agreement.”

“ A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling Toll Free (888)370-7589 or by completing a complaint form, which can be obtained on the Bureau’ s internet website www.bppe.ca.gov

§9. ADMINISTRATIONS, FACULTY AND STAFF

1. Administrations

President / Chief Academic Officer — Rev. Jae Yul Kim
Chief Operating Officer — Dr. Jeremy Jeongsoo Hong

2. Governing Body

Ms. Jae Im Kim /chair
Ms. Kyungwan Min /member
Rev. Paul H. Eun /member
Dr. Jeremy Jeongsoo Hong /member
Rev. Jae Yul Kim /member

3. Division 1 (Theology / Graduate Program) Faculty

Dr. Sang Eui Kim
Professor of Philosophy and Theology
Ph.D. University of Pittsburgh, Pastor, PCUSA

Dr. Baik Chul
Professor of Christian Education
Ph.D. Claremont School of Theology, pastor, KMC

Dr. Sang Tae Hong
Professor of School of Religion
Ph.D. Claremont Graduate University, Claremont, California

Rev. Jae Yul Kim
Professor of Spirituality
STM, San Francisco Theological Seminary, in D.Min.
Fuller Theological Seminary, pastor, PCUSA

Dr. Jeremy Jeongsoo Hong
Professor of Theology and Ministry
Ph.D. Emory University, pastor, UJC

4. Adjunct Faculty

Dr. Joon W. Kim
Professor of Christian Social Ethics
Ph.D. Drew University, pastor, KMC

Dr. In Chul Han
Professor of Systematic Theology
Ph.D. Drew University, pastor, KMC

Prof. Deog J. Lee
Professor of New Testament Studies
In Ph.D. at Claremont Graduate universit

Dr. Yeon Hee Yoo
Professor of Hebrew Testament Studies
Ph.D. Union Theological Seminary, pastor, UMC

5. Division 2 (IEP Program) Faculty

Klara Aoun, ESL Instructor
2007-2009, American Academy of Dramatic Arts College, Los Angeles, CA
Certificate Completion

Jamie Herron Lee, ESL Instructor
2010-Present, Brigham Young University, Provo, Utah
TESOL Certificate
2006-2010, University of Southern California, Los Angeles, California
B.A. in Neuroscience, English with an Emphasis in Creative Writing, Linguistics. Cum Laude Distinction.

Karen Ladouceur, ESL Instructor
2008-2009, Santa Babara City College, Santa Babara, CA
TEFL Certificate
2004-2006,The University of Arizona, Tucson, AZ
B.A. in Arts in creative writing
2002-2004, Pima Community College, Tucson, AZ
Associate of Arts

Kinna Mcinroe
1995-1997, KD Studios, Dallas, Texas
Associate Degree in Theatre
1993-1995, South Plains College, Levelland, Texas
Associate Degree in Fine Arts

Melina Hospeyan Mer
2011, Azusa Pacific University, CA
Master of Arts in Tesol
2006, Tehran Azad University, Iran
Bachelor of Arts in German Translation

6. Advisory Board Members

Dr. Jeremy Jeongsoo Hong	Theology Curriculum Specialist
Ms. Pauline Neilly	Librarian and Resource Specialist
Mr. Scott Tingley	Governance Specialist
Mr. Marc Ongaro	IT Specialist
Dr. Mary Hagen	ESL Subject Specialist
Rev. Jae Yul Kim	Chief Administrator

7. Staff

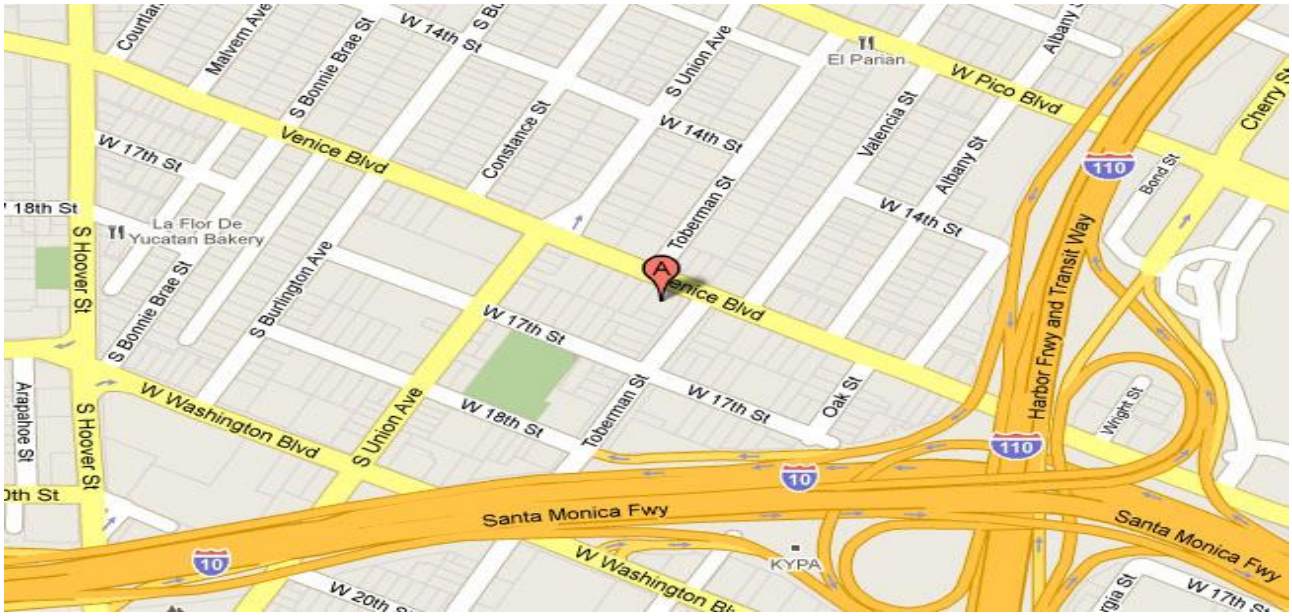
Director of Admission:	Rev. Jae Yul Kim
Director of Master Program:	Prof. Deog J. Lee
Director of D.Min. Program:	Dr. Back Chul
Director of STD program:	Dr. Jeremy Jeongsoo Hong
Registrar:	Kyunwan Min

§10. MAP & DIRECTIONS

Directions to the GST Campus

1000 Venice Blvd. Los Angeles, CA 90015

Map



1000 Venice Blvd. Los Angeles, CA 90015

Directions

From North of Los Angeles

1. Take Fwy 101 S
   Take Fwy 110 S
   Take the Exit W. Olympic Blvd.
   Left turn on Union Ave.
   Left turn on Venice Blvd.
2. Take Fwy 2 S
   Exit on S. Alvarado St.
   S. Alvarado St. turns into Hoover St.
   Left turn on Hoover St.
   Left turn on Venice Blvd.

From West of Los Angeles

1. Take Fwy 10 E
    Exit on N. Hoover St.
    Right turn on Venice Blvd.
2. Take E. Venice Blvd.
    Right hand side, 1000 Venice Blvd.

From East of Los Angeles

1. Take Fwy 10 W
    Exit on N. Hoover St.
    Right turn on Venice Blvd.
2. Take Fwy 60 W
    Take the Fwy 10 W
    Exit on N. Hoover St.
    Right turn on Venice Blvd.

From South of Los Angeles

1. Take Fwy 110 N
    Exit on Pico Blvd.
    Left turn on Pico Blvd.
    Left turn on Union Ave.
    Left turn on Venice Blvd.
2. Take Fwy 5 N
    Take the Fwy 10 W
    Exit on N. Hoover St.
    Right turn on Venice Blvd. Map and Direction

NOTES