



**Henry Appenzeller University**

# *2022-2023 Catalog*

**Henry Appenzeller University**  
1325 North College Avenue, Claremont, CA 91711  
Tel: (213) 386-0080

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**[www.hau.edu](http://www.hau.edu)**

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## WORDS FROM THE PRESIDENT

Theology is the study of God.

Although we cannot be sure that if human beings, as mere creatures, can fully understand who God is and what God has done for us through our study, we believe that theology enables us to get know God as our creator and savior.

We, as a Methodist theological school, teach theology to cultivate committed Christian ministers who will act as spiritual leaders in the future and contribute to our society both locally and globally. The study is offered not just for ordained ministers, but also for lay leaders who want to spread the word of God to the world.



With this in mind, Henry Appenzeller University was founded in 1996 by the Korean Methodist Church of the Americas with the approval of the Korean Methodist Church. We received our initial full accreditation by the Association for Biblical Higher Education (ABHE) in February 2018. We are also associate members of ATS. With these accreditations, we are able to exchange lectures and credits with other accredited schools.

We have changed our name from ‘Methodist Theological School in the Americas’ to ‘Henry Appenzeller University’ in 2020. The name comes from the first Methodist missionary who arrived at the Korean Peninsula in 1885. We have a vision to build the kingdom of God here and now and to preach the gospel to the end of the world.

We will equip our students with “faith in practice and knowledge in action” so that they can keep their faith and serve their churches and communities, even in their very difficult ministerial situation as immigrant churches.

Specifically, we will focus on the theology and tradition of the Methodist Church to cultivate ministers, missionaries, and lay leaders who will preach the saving gospel to the world.

We will bring the word of God that is always true and unchanging to the continuously changing world. In the name of Jesus, we cordially invite you to apply to Henry Appenzeller University. We would like you to share our vision to make the church and the world a garden of God.

We will work with you.

Thank you so much.

Rev. Inho Jung  
The president of Henry Appenzeller University.

# INTRODUCTION

## History

### *The Early Stage: From the States of America to Korea*

After Robert S. Maclay, an American missionary for Japan, met the Emperor of the Hermit Kingdom, and was allowed to found schools and hospitals. Henry G. Appenzeller, the first Methodist (North) missionary, arrived at Jeamulpo port on the Easter Sunday 1885. The early mission was commenced with the founding of schools as such Baejae and hospitals such as Su hospital and Bogu Inn. The first baptized Methodist, Sang, was a student of Baejae School. On 9th of October 1887, the oldest Methodist Church in Korea was established.

The Methodist Episcopal Church in America and Episcopal Church, South agreed to work together and join into one and the same denomination in Korea. Symbolically, the first elected Bishop was Rev. Yang, JuSam and accepted female priesthood. 14 female missionaries were ordained. It shows how the Korean Methodist Church has been encouraging women participation in her mission and service for Korean people.

In 1974, the KMC embarked on the campaigning of "One Million Believers", doubled the number of Methodist churches and succeeded in Church growth along with Korea's rapid economic growth. Since that time, the KMC actively took part in the World mission.

### *The Developing Stage: From Korea to the States of America*

From the middle of 1960s, the States of America admitted immigrants from Korea. Along with the zeal for mission, millions of Koreans participated in the tide of immigration to the land of new hope. The early settlers joined to the United Methodist Church, organizing the Korean United Methodist churches. Nowadays, there are almost 300 Korean United Methodist churches and another 300 Korean American pastors who are serving English speaking congregations including hundreds of Caucasian congregations.

However, the Korean immigrant churches gradually came to acknowledge the unbridgeable gap between the mainstream United Methodist Church and our immigrant context and need for the Korean Church. For instance, the main line issues of the homo sexual, retirement fund, church politic, etc. are far from "Living Context" of Korean immigrants. They were suffered from cultural differences, generation gap, language barrier and racial issues. What are the biblical answers for them? In order to answer to such contextual needs, some Korean Methodist pastors organized a task force and concluded. Their answer was to organize a Korean language Annual conference. Yet, this idea was neglected by the governing body. Finally, 15 church leaders decided to establish an independent district and connect with their Mother denomination of Korean Methodist Church. In 1992, the Pan-American District and in 1995, the Pan-American Mission Annual Conference was established and continuously grown up. Nowadays, this Annual Conference consists of 383 local churches, one seminary, two missionary bodies and two laity training centers.

The Pan-American Annual conference found the necessity of providing the pulpit service resource and decided to establish a seminary. The general conference, consisted of 13 Annual

Conferences, understood the need from the grass root churches and approved the Methodist Theological Seminary's graduates to be ordained in 1999. Since that time, our School became the fourth approved seminary by the KMC.

### ***An Envisioning Stage: From the States of America to the World***

The Methodist Theological Seminary will provide one of the best educational resources for the Korean immigrants and students from Korea who have a dream to study at hear and back to Korea to serve multi-cultural congregations in Korea. Furthermore, our geographical location has a strong sense of cultural sensitivity and lots of opportunities to contacting with various racial groups, especially, Spanish speaking people. For the future mission to the Spanish speaking world, our School located in the middle of Los Angeles will be the living seedbed for training of missionaries.

## **Our Location**

1325 North College Avenue, Claremont, CA 91711

## **Core Values**

HAU has identified three specific core values that define our institution:

1. We value the importance of producing competent, dedicated, and professional Methodist leaders to transform the world with the truth of God.
2. We value the excellence in academic, professional and practical education within the context of a personal relationship with Jesus Christ, and
3. We pursue the expression of these values throughout the church and the world.

## **Vision**

The vision of Henry Appenzeller University is to prepare emerging leaders in the Christian community to transform the world. The fulfillment of this vision inspires, orients, and defines the work of this school.

## **Mission Statement**

The mission of Henry Appenzeller University is to educate students to be competent and dedicated Methodist leaders who will serve the Korean Churches and advance the cause of Christ around the world.

## **Institutional Goals**

As a result of their studies, all students will:

Pursue God

1. Exhibit a maturing relationship with Jesus Christ
2. Be able to articulate the importance of Wesleyan distinctives such as prevenient, justifying and sanctifying grace



### Learn and Learn to Learn

1. Demonstrate a foundation of Academic Knowledge and Research skills
2. Demonstrate an extensive understanding of the Bible

### Prepare to Serve (as ministers or active church members)

1. Gain a variety of ministry experiences and skills
2. Demonstrate stewardship of their theological training by serving churches and other ministries
3. Demonstrate commitment to being witnesses to Jerusalem, Judea, Samaria and the ends of the earth

## Chapel

Chapel worship service is conducted once a week (Saturday 2:30 pm) under the direction of the faculty. All registered students are required to attend the chapel. Chapel service is designed for the spiritual growth and fellowship of the students.

## Facilities and Equipment

HAU offers classrooms equipped with whiteboards, projectors, computers, laptops, and all technology to offer a quality seminary education. HAU also uses Populi to operate all online classes and interaction between the students and teachers. The chapel and library is accessible to students during its operating hours including the student hall and cafeteria.

## Educational Programs

Program	Units	Final Project	Prerequisite
BA in Theology	123		High School Diploma or Equivalent
M.Div.	90		Bachelor's Degree
MA in Theology	48	<b>Thesis or Test</b>	Bachelor's Degree
D.Min	30	<b>Doctoral Thesis</b>	Master's Degree

## Statement of Faith

1. We believe in the Triune God: Father, Son, and Holy Spirit, who is personal, eternal, and holy, through whom everything lives, moves, and has its being.
2. We believe that the Bible is the true and inspired Word of God, the only infallible, authoritative Word of God, and that it is superintended by the Holy Spirit without whom we would not understand its significance for our lives.
3. We believe in the Virgin Birth of Jesus Christ; that in the flesh He was the manifestation of the Godhead bodily; that Jesus Christ is truly God and truly human, and the only mediator between God and humanity; that the death of Jesus Christ on the cross of Calvary was the only sacrifice sufficient to forgive the sin of the whole world, to give eternal life to those who believe on Him; that Jesus died, was resurrected, ascended into heaven, and

is presently interceding at the right hand of the Throne of God; and that Christ will return again to earth, and His appearance will be personal, visible, and premillennial.

4. We believe that man was created in the image of God. However, he is fallen and totally depraved, and that each person needs to be regenerated by the Holy Spirit and reconciled to God through Christ. By the power of the Holy Spirit, the believer can be sanctified, cleansed, and empowered for a life of holiness and ministry.
5. We believe that the Holy Spirit reveals Christ to people and enables them to receive Christ as their personal Savior, and that He dwells in the believer making it possible for believers to grow in grace and power in their Christian lives and in their ministries.
6. We also believe in the spiritual unity of all Christians in Christ. We believe in the bodily resurrection of both the saved and the lost; those who are saved unto the resurrection of life and those who are lost unto the resurrection of damnation.

## **State Approval and Accreditation**

Henry Appenzeller University is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations. As of March 5, 2013, Henry Appenzeller University has been granted to offer the following programs:

- A four-year Bachelor of Art in Theology
- A two-year Master of Art in Theology
- A three/four-year Master of Divinity program
- A three/five-year Doctor of Ministry program

Any questions a student may have regarding the state approval may be directed to the Bureau for Private Postsecondary Education at (916) 574-8900, or toll-free at (888) 370-7589, or visit its website at [www.bppe.ca.gov](http://www.bppe.ca.gov).

The degrees of BA in Theology, MA in Theology, M. Div., and D.Min. of HAU are not eligible for licensure examination in California and other states except chaplain and pastoral counselor only if related states may offer.

HAU students are not eligible for federal financial aid programs.

Henry Appenzeller University is accredited by The Association for Biblical Higher Education Commission on Accreditation, 5850 T. G. Lee Blvd., Ste. 130, Orlando, FL 32822, [\(407\) 207-0808](tel:4072070808).

Any questions a student may have regarding the state approval may be directed to the Association for Biblical Higher Education (ABHE) at 55850 TG Lee Blvd. Suite 130, Orlando, FL 32822, Tel (407) 207-0808. Fax (407) 207-0840 or visit its website at [www.abhe.org](http://www.abhe.org).

## **Government**

Henry Appenzeller University, as a nonprofit organization, is subject to the laws of the State of California. The Board of Directors appoints the President. The President appoints the Academic Dean, the faculty members and any additional staff needed for a smooth operation of the Seminary.

## **Alumni**

It is our great honor and pleasure to share with you about our graduation and employment because the ministry at HAU is an evidence of God's economy and entrustment. Since the inception of the school, around 70 students have graduated both from our undergraduate and graduate programs. We have noticed that their dedication and devotion to the serve Jesus Christ has been tremendous. Currently, over 75 percent of graduates have been serving in ministry position, 10 percent of graduates have become missionaries and 15 percent of graduates are currently in graduate school. The more details of history of graduation rates are recorded in the student performance sheet and preserved in the Student Dean's office. The organization of the Alumni continues to support HAU and its students.

## **Disclosure Statement**

This institution has been approved by the Bureau for Private Postsecondary Education and will comply with all the following: state status, rules, and regulations pertaining to private postsecondary institutions. Approved to operate means compliance with state standards as set forth in the California Private Postsecondary Act of 2009 and Division 7.5 of Title 5 of the California Code of Regulations. BPPE has approved HAU to operate from June 4, 2018 to June 1, 2024.

### *Questions*

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 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834, ([www.bppe.ca.gov](http://www.bppe.ca.gov)) (Toll Free Number 888–370–7589, Telephone Number 916-574-8900 and Fax number 916–263–1897).

### *Complaints*

The California Bureau for Private Postsecondary Education (BPPE) has a formal complaint process. 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 telephone number 888–370–7589) or by completing a complaint form, which can be obtained on the bureau's internet website in the following:

Bureau for Private Postsecondary Education  
1747 N. Market Blvd., Suite 225, Sacramento, CA 95834  
P.O. Box 980818, West Sacramento, CA 95798–0818  
Phone: (916) 574-8900, Toll Free: (888) 370–7589  
Fax: (916) 263–1897  
Online: [http://www.bppe.ca.gov/consumer\\_complaint.pdf](http://www.bppe.ca.gov/consumer_complaint.pdf).

## **Nondiscrimination Statement**

The HAU does not discriminate against any person on the basis age, sex, religion, race, color, disability, national or ethnic origin or political affiliation in its admission policies, its employment opportunities or other policies or practices.

## **Bankruptcy**

The HAU has no pending petition in bankruptcy. The HAU is not operating as a debtor in possession. The HAU has not filed a petition within the preceding five years, nor has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 of the United States Bankruptcy Code.

## **Review Documents Prior to Signing an Enrollment Agreement**

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 question a student may have regarding the enrollment agreement that have not been satisfactorily 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 888-370-7589, or visit its website at [www.bppe.ca.gov](http://www.bppe.ca.gov),

## **Arbitration**

Any dispute arising from enrollment at the HAU, no matter how described pleaded or styled, shall be resolved by binding arbitration under the Federal Arbitration Act conducted by the American Arbitration Association (“AAA”) at San Francisco, California, under its Commercial Rules. All determinations as to the scope, enforceability of this Arbitration Agreement shall be determined by the Arbitrator, and not be a court. The award rendered by the arbitrator may be entered in any court having jurisdiction.

# ADMISSIONS

## Admission Requirements

Admission to Henry Appenzeller University is based on many factors such as the student's academic record, recommendation letters, essay, etc. The application process consists of three steps. All three must be completed before admission to the HAU is official.

- 1) Complete an Application File, including:

### *Undergraduate Program Applicants*

- a. A completed and signed Application Form
- b. Recommendation Letters (2)
- c. An Essay (Personal and Religious Background with Vision Statement)
- d. Copy of High School Diploma and Official Transcript
- e. Secondary school and College-level Transcripts (if applicable)

### *Graduate Program Applicants*

- a. A completed and signed Application Form
- b. Recommendation Letters (2)
- c. An Essay (Personal and Religious Background with Vision Statement)
- d. College-level Transcript which indicates bachelor's degree is granted.
- e. Copy of Bachelor Diploma

Arrange for official transcripts to be submitted to the Registrar's Office from your high school and, if applicable, from all universities, colleges, or professional schools you've attended. (GED may be substituted for high school diploma.) A bachelor's degree or the equivalent from a recognized school is required for admission into our master's programs. If you are still enrolled in high school, then an incomplete transcript (not showing graduation) will be sufficient. However, as soon as possible, a complete, official transcript (indicating a graduation date) is required.

- 2) Letter of Acceptance

The HAU officials will review your Application Package when it is complete. It is our goal to send you written notification within two weeks of the application deadline. At any time, however, you may contact the Registrar's Office to inquire as to the status of your application.

If you receive a letter of acceptance, it will include information regarding subsequent steps. Included with your letter of acceptance will be a copy of the Student Handbook and a form indicating that you have read the handbook and agree to comply with it. This form should be returned to the Registrar's Office immediately.

Along with your acceptance letter you will receive a Physical Readiness Report that is to be completed by a licensed physician and returned to Registrar's Office. The acceptance letter will also ask that you provide a recent photograph of yourself. This photo will help us to recognize you at orientation and therefore, better serve you.

Finally, you should send the tuition deposit along with Physical Readiness Report (if applicable), and the Student Handbook form to confirm your enrollment. If the HAU is unable to accept you for enrollment in the upcoming semester, we will advise you regarding the steps you should take before resubmitting your application.

### 3) Intent to Enroll

By returning your Physical Readiness Report, the statement regarding the Student Handbook, and your tuition deposit, you are informing the HAU that you intend to enroll and to register for classes in the upcoming semester.

## **Admission Notification**

The applicant will receive a letter containing the determination of the seminary concerning admission within a month of our receipt of the application, references, transcripts, and application fee.

### *Application Deadlines*

- Fall Semester                      August 30
- Spring Semester                    January 8

## **Admission into Online Program**

Admissions to the online programs are offered in the Fall and Spring semester. The program is offered fully online; therefore, students will be required to have access to a computer and the internet. To apply, contact our registrar for enrollment information via email ([info@HAUmerica.edu](mailto:info@HAUmerica.edu)) or phone (213-386-0080).

All communication between the instructor will take place through Populi. Instructors are required to respond to students' messages and/or assignments within one week of receipt.

## **Language Proficiency**

Since most instructions in class are conducted in Korean, proficiency in Korean is required. High school diploma or College diploma from Korean speaking educational institution will suffice. Students who do not have such diploma will be interviewed by the Dean of Academic Affairs to evaluate the proficiency. English proficiency test such as TOEFL is not required for admission. English Language Services are currently not provided.

## **International Students**

HAU is currently seeking to obtain I-17 petition to issue I-20 to prospective foreign students. At this point, we are not authorized to issue I-20 for foreign students.

## Credit Transfer Policy

The HAU welcomes the transfer of course work from accredited institutions. (Such institutions have been accredited by an agency that is, in turn, recognized by the Council for Higher Education Accreditation, or CHEA. Outside the U.S., such institutions are usually approved by a provincial or national authority such as the Ministry of Education.) In order to request this transfer, you should arrange for an official transcript (signed and sealed) to be mailed directly from the previous institution to HAU's Registrar's Office.

Credit is evaluated on a course-for-course basis, requiring that course descriptions and credit values be comparable. Only work earned with a grade of "B" or higher is transferable; however, grades from transfer credits do not compute into your HAU's GPA.

Transfer of credit may be possible from recognized but unaccredited institutions. The same procedures and requirements as previously noted apply. In addition, HAU takes steps to ensure that course work taken in the sending institution is comparable to course work offered by HAU. These steps include one or more of the following:

Demonstration of achievement by means of comprehensive examinations; Review of syllabi, faculty credentials, grading standards, and other relevant learning resources at the sending institution; Analysis of historic experience regarding the success of transfers from the sending institution; and Successful completion of 30 semester hours at HAU with a cumulative GPA of at least 2.0.

If you wish to apply transfer credit to your program, the transfer should be arranged immediately upon receiving your letter of acceptance, and before registering for courses at HAU.

Fifty percent of the semester hours in your undergraduate program must be completed at HAU in order to qualify for graduation. Thus, a student pursuing a Bachelor of ART in Theology must earn at least 62 semester hours at the HAU.

You cannot transfer more than twenty-four semester hours of graduate work into the Master of ART in Theology degree program at HAU. A maximum of 45 units of previous graduate work may be transferred into the Master of Divinity.

If you have received some of your education through non-traditional means you may want to ask that that education be granted college credit. In special cases only, will credit be granted. You can arrange to have your education evaluated by the American Council on Education's Center for Adult Learning Educational Credentials (CALEC) program. For more information visit their Web site:

[www.acenet.edu/calec/corporate/index.cfm](http://www.acenet.edu/calec/corporate/index.cfm)

CALEC will provide a transcript showing their analysis of your non-traditional education; please arrange to have a copy of this transcript sent directly to the HAU's Registrar's Office.

## “NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION”

The transferability of credits earned at the HAU is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in your program of study is also at the complete discretion of the institution to which you may seek to transfer. If the degree that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer attending the HAU to determine if your credits, or degree will transfer.

HAU has not entered into an articulation of transfer agreement with any other college or university.

### **Transfer Regulations Specific to each Degree Program**

#### ***Bachelor of Art in Theology***

For the BA in Theology Program, up to a total of 61 Semester Units required in our programs may be considered for transfer as credit from previous educational institutions, providing the course descriptions are analogous to our curriculum:

1. Up to 61 semester units, or quarter unit equivalents (2 quarter units count for 3 semester units) may be considered for transfer as credit toward the 123 semester units needed for the Bachelor of Art in Theology degree (BA in Theology) at HAU. These provisions will be true, if the course descriptions are compatible with our program.
2. Only those courses for which a grade of “B” or better was received, will be eligible for transfer consideration at Henry Appenzeller University.

There is no provision in HAU’s policy that allows for prior experiential learning to be considered for semester unit credit in its BA in Theology Program.

#### ***Master of Art in Theology***

For the MA in Theology Program, up to a total of half of the Semester Units required in our programs may be considered for transfer as credit from previous educational institutions, providing the course descriptions are analogous to our curriculum:

1. Up to 9.5 semester units, or quarter unit equivalents (2 quarter units count for 3 semester units) may be considered for transfer as credit toward the 48 semester units needed for the Master of Art in Theology degree (MA in Theology) at HAU. These provisions will be true if the course descriptions are compatible with our program.



- A. CCR §71770 - No more than 20% of graduate semester units or the equivalent in other units awarded by another institution may be transferred for credit toward a Master's degree. An institution may accept transfer credits only from the institutions of higher learning described in subsection (1)(A).
2. When a student takes more than 123 semester units, the semester units excessively achieved in undergraduate degree programs may be transferred, up to 12 units, into our MA in Theology. program. The courses transferred should be 300 and 400 level courses and are analogous to the course in our program.
3. Only those courses, for which a grade of “B” or better was received, will be eligible for transfer consideration at Henry Appenzeller University.

There is no provision in HAU’s policy that allows for prior experiential learning to be considered for semester unit credit in its MA in Theology Program.

### ***Master of Divinity***

For the M. Div. Program, up to a total of half of the Semester Units required in our programs may be considered for transfer as credit from previous educational institutions, providing the course descriptions are analogous to our curriculum:

1. Up to 18 semester units, or quarter unit equivalents (2 quarter units count for 3 semester units) may be considered for transfer as credit toward the 90 semester units needed for the Master of Divinity degree (M.Div.) at HAU. These provisions will be true if the course descriptions are compatible with our program.
  - A. CCR §71770 - No more than 20% of graduate semester units or the equivalent in other units awarded by another institution may be transferred for credit toward a Master's degree. An institution may accept transfer credits only from the institutions of higher learning described in subsection (1)(A).
2. When a student takes more than 123 semester units, excessively achieved semester units in undergraduate degree programs may be transferred, up to 12 units, into our M.Div. program, if the courses are 300 and 400 level courses, the course descriptions are analogous to the course descriptions in our program, and a grade of "B" or better was received for the course.
3. Only those courses, for which a grade of “B” or better was received, will be eligible for transfer consideration at Henry Appenzeller University.

There is no provision in HAU’s policy that allows for prior experiential learning to be considered for semester unit credit in its M. Div. Program.

### **Ability to Benefit**

New undergraduate students who are admitted with a high school GPA below “C” are admitted on a provisional basis with “ability to benefit” restrictions. These restrictions are likely to include enrollment in one or more non–credit fundamentals courses, a reduced load of 12 hours, and supervised study arrangements.

This classification and its restrictions may also be applied to older students who are returning to school after an extended period, especially if they cannot show strong transcript grades.

## **STUDENT SERVICES**

One of the advantages of attending HAU is that the key administrators, faculty members and counselors are not only easily accessible but are able to spend considerable amount of time in providing all types of counseling needs of the students. Counseling hours are: 1:00 PM through 9:00 PM., Monday through Friday.

### **Academic Advising**

Counseling on overall academic planning, course selection, scheduling, and other types of academic counseling needs of students are provided by the Academic Dean and Student Dean. The Academic Deans provide advisement on such important academic matters and concerns as long-range course schedule planning, program requirements for graduation, academic performance, and transfer credits. The Student Dean also provides counseling on personal problems and any other matters that are deemed important to the students.

### **Student Ministry**

HAU requires students actively participate in the student ministry program. HAU expects that students are expected to be systematically involved in a weekly ministry activity. Students report regularly on their ministry involvements. Each student's activity is supervised and evaluated by the director of student ministry. HAU will make every effort to make sure that director of student ministry and faculty or mentor understand the objectives of the Christian ministry program and the expectations for their role in participating. It is mandatory that the mentor's complete evaluations of their assigned student ministry performance at least once per semester. HAU will maintain records of both individual and mentor's evaluation. The activity of the student ministry program will be reviewed for identifying issues that will assist students in their ministry performance and that will inform the teaching and learning process. Student may expect periodic feedback regarding their ministry performance to help them improve.

### **Career Planning**

There is a growing demand for bilingual ordained pastors, educators, and praise leaders by the Korean American ethnic churches in the United States. Therefore, employment possibilities upon graduation are expected to be very high. Upon graduation, job placement will be greatly facilitated. In fact, jobs associated with the ethnic Christian churches are the fastest growing segment of employment within the immigrant-dominant Asian ethnic community in the United States.

At this time, HAU has placement services, and we are committed to developing these by the time of our first graduating class. Our faculty and administration are committed to assisting our students in every way possible to fulfill their goals of becoming stewards of the world's well-

being. Without jobs, they cannot do this. It is our responsibility to ensure that they have the greatest possible chance of gainful and meaningful employment.

HAU prepares students for 21-2000 Religious Workers as classified by United States Department of Labor's Standard Occupational Classification codes.

## **International Student Services**

The Office of Students Services is available to assist recently incoming students from the abroad in adjusting to the HAU and to the new social environment. The staff provides orientation for new and continuing students; counseling on personal, academic, financial matters; and information about housing and transportation.

## **Housing**

HAU does not have dormitory facilities and has no responsibility to find or assist a student in finding housing. Please inquire our Office of Student Services for information about housing options in the area. Students may inquire with CST regarding their dormitory option (<https://cst.edu/housing/>), which is currently at \$52/night.

Housing options are available near HAU at Claremont Collegiate Apartments which is walking distance to HAU. Rooms and apartments are available within the range of \$990-\$1599.

## **Health Insurance**

HAU does not provide medical insurance. We therefore ask all students to acquire medical insurance. If you need help contacting an insurance agent, please ask the main office for assistance.

## **Medical Provisions**

If you have a minor accident, a first aid kit is kept in the main office to help you. If you have a more serious medical need that demands immediate attention, the main office will arrange for your transportation to a doctor or hospital. If you have a medical need that does not require immediate attention, please discuss the issue with the Dean of Student Affairs or the main office. If you need to find a nearby urgent care facility (i.e. a facility that should be quicker and cheaper than a hospital, but not be suitable for major emergencies), you may go to;

The Urgent care at Vermont  
1234 N. Vermont Ave, Los Angeles, CA 90029  
Tel (323) 660-0831

Family & Urgent Care Medical Center  
1200 N Vermont Ave, Los Angeles, CA 90029  
Tel (323) 666-2220

## **Student Grievance Policy**

Should a student have a reasonable grievance or complaint against a staff member, faculty member, or another student, the student is advised to seek assistance in a reasonable period of time from either his or her academic advisor, department chair, or the Dean of Students. Such complaints, if valid, will be directed to the Dean of Students, if they involve another student. If they involve a staff or faculty member, they will be directed toward the Academic Dean. These members of the administration will actively investigate the situation in an attempt to determine the truth of the matter, and to take any necessary action to remedy the situation, and to ensure that it does not continue or repeat. Students' rights to privacy will be handled with the utmost care. All complaints will be treated with the care and professionalism they deserve.

## **Student Complaints**

A student or any member of the public including prospective students may file a complaint about the school with the Bureau for Private Postsecondary Education by calling (888) 370-7589 (toll-free telephone number) or by completing a complaint form, which can be obtained on the bureau's Internet Web site [www.bppe.ca.gov](http://www.bppe.ca.gov) If a student has grievances which he or she cannot work out with the school, he or she may call or write to:

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

Physical Address:  
Bureau for Private Postsecondary Education  
1747 N. Market Blvd., Suite 225, Sacramento, CA 95834  
Phone: (916) 574-8900, Toll Free: (888) 370-7589  
Main Fax: (916) 263-1897, Licensing Fax: (916) 263-1894  
Enforcement/STRF/Closed Schools Fax: (916) 263-1896  
Web site: [www.bppe.ca.gov](http://www.bppe.ca.gov)  
E-mail: [bppe@dca.ca.gov](mailto:bppe@dca.ca.gov)

## **Emergency and Campus Crime**

Any student in an emergency should call 911. If a student needs assistance, ask the Dean of Student Affairs. On campus, crime is very scarce. However, students are encouraged to walk in groups and watch one another.

# **STUDENT LIFE AND ACTIVITIES**

## **Student Government**

The student body at Henry Appenzeller University is a Christian community of future church leaders, and their government is autonomously organized and operated by the students. The government works closely with faculty members and advisors to arrange all student activities. The school encourages the student leaders to establish meaningful fellowship among the students that expands their spiritual experiences and enhances their present and future ministries in the Kingdom of God. The rules and regulations for the proper operation of the student governments are included in its by-laws. The Dean of Student Affairs supervises the student government.

## **The Student Council**

Student life and activities at Henry Appenzeller University is entrusted to a large degree to the students themselves. The students elect their own officers [a student council], and a faculty advisor, and this group of people discusses campus problems and ideas suggested by the student body and serves as the instrument for the solution of these campus problems. The membership of the student council is composed of a President, a vice-president, a treasure, and a representative from each class. These officers are elected before starting the following academic year.

## **Disciplinary Policy**

The primary goal of the HAU's Disciplinary Policy is always to pursue the full restoration of the involved student. With this goal in mind, the suspension of a student from HAU is not a desired result, but suspension may occur if a student shows an unwillingness to comply with or meet the objectives of a restorative action plan. Intermediate consequences are employed whenever possible to avoid suspension or expulsion. Each incident is reviewed on a case-by-case basis, with consideration of (1) the severity of the violation, (2) the context of the incident, (3) a history of prior misconduct, (4) the responsiveness of the accused to confrontation, and (5) the degree to which the individual displays genuine repentance.

Community members are expected to provide firsthand testimony that will bring greater clarity and understanding to the review. While painstaking efforts are taken to maintain consistency from case to case and individual to individual, confidentiality often prevents the disclosure of details that contribute to a decision, occasionally resulting in unanswered questions regarding a disciplinary outcome. Uninformed community members are asked to extend the benefit of doubt to officials, knowing that prayerful consideration has been employed in the proceedings and the subsequent outcome.

The Dean of Student Affairs serves as the chief student conduct officer for the HAU and works with other administrators to resolve student disciplinary matters. The Student Handbook provides guidelines that are used to establish continuity for administering consequences for violating community standards.

## **Student Rights under FERPA**

From time to time parents and others request information from the HAU about a particular student. With few exceptions, Federal law (the Family Educational Rights and Privacy Act, or FERPA) prevents the school from disclosing academic records, student disciplinary matters, student finances, and other personally identifiable educational records without the student's express written permission. Students also have the following rights under FERPA.

1. The right to inspect and review the student's education records within 45 days of the day the HAU receives a request for access. Students should submit to the Registrar, Dean of Students, or Academic Dean written requests that identify the record(s) they wish to inspect. The HAU official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the HAU official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. The student should write the HAU official responsible for the record, clearly identify the part of the record he or she wants changed, and specify why it is inaccurate or misleading. If the HAU decides not to amend the record as requested by the student, the HAU 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 at that time.
3. 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 school officials with legitimate educational interests. A school official is defined as a person employed by the HAU in an administrative, supervisory, academic, or support staff position (including law enforcement unit and health staff); a person or company with whom the HAU has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Directors; or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
4. Upon request, the HAU discloses education records without consent to officials of another school in which a student seeks or intends to enroll.
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the HAU to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, S.W.  
Washington, DC 20202-4605

In accordance with Section 99.37 of the FERPA regulations, the HAU reserves the right to publish directory information about students, including the student's name, local address and phone number, academic program (including major, minor, and concentration), and home church.

## Academic Calendar

### 학사일정(2022 Fall -2023 Spring)

Fall Semester 2022 (2022 가을학기)		DATE
Registration for Fall Semester	2022 가을학기 등록기간	May 03 - Aug 20
Faculty Meeting	교수회의	Aug. 19
Opening Worship & Student Orientation	개강예배 신입생 및 재학생 오리엔테이션	Aug. 22
First Day of Class	개강일	Aug. 22
Last Day of Add and Drop Class	수업 신청 정정기간	Aug. 22 – Aug. 26
Labor Day Holiday - No Class	노동절 휴강	Sep. 5
Retreat	퇴수회	Sep. 25
Midterm Exam	중간고사 기간	Oct. 11 – 14
Reading Week (Thanksgiving Day - No Class)	독서주간 (추수감사주간 - 휴강)	Nov. 21 - 25
Final Exam Week	기말고사 기간	Dec. 5 – 9
Closing Worship	종강 예배	Dec. 5
Last Day of Class	종강일	Dec. 5
Spring Semester 2023 (2023 봄학기)		DATE
Registration for Spring Semester	2023 봄학기 등록기간	Dec. 1-6
First Day of Class	개강일	Jan. 17
New Student Orientation/Opening Worship	신입생 오리엔테이션/ 개강예배	Jan. 17
Last Day of Add and Drop Class	수업 신청 정정기간	Jan. 17 - 20
Retreat	퇴수회	Feb. 26
Theological College Sunday	신학대학주일	Mar. 5
Easter Break	부활절 휴강	Apr. 10 - 14
Midterm Exam	중간고사 기간	Mar. 6 – Mar. 10
Final Exam Week	기말고사 기간	May. 1-5
Closing Worship	종강 예배	May. 8
Last Day of Classes	종강일	May. 8
24 <sup>th</sup> commencement	24회 졸업식	May 27

# ACADEMIC POLICY

## Degree Programs

Bachelor of Art in Theology	123 Semester Units
Master of Art in Theology	48 Semester Units
Master of Divinity	90 Semester Units
Doctor of Ministry	30 Semester Units

## Registration

Preliminary registration of current students takes place in November for the Spring Semester, and in April for the Fall Semester. The dates of preliminary and regular registration for both semesters are published in the official calendar of the college. All students are expected to be present and to complete pre-registration on the days allotted for this purpose. Instructions concerning the registration procedure will be given to each student at the time of registration. No student is enrolled in any class until his/her registration has been properly completed.

### *Late Registration*

All students are expected to be present and to complete registration within the time allotted for this purpose. For those students who enroll after the deadline set for the completion of registration, a late registration fee of \$30.00 will be charged. No student will be allowed to register more than a week late except upon petition, after satisfactory arrangement with the Dean of the Seminary, and the Committee on Academic Standing.

### *Withdrawal*

*From Courses:* Any student desiring to withdraw from a course must first make application in writing on the form specified for this purpose and must have the approval in writing from the registrar. If the student withdraws properly from a course, the letter “WP” will be placed in the student’s transcript, if passing, and “WF” if the student is failing. Failure to withdraw properly will result in an “F” for that course. Withdrawal from a course is considered to be a change in registration for which a non-refundable fee of \$20.00 is charged for each course. Financial arrangements must be made with the Seminary Office according to the regulations of the State of California.

*From School:* Students who find it necessary to withdraw from school before the close of the semester must secure a statement of *honorable dismissal* from the President of the Seminary and must formally withdraw from all classes as described above. Financial arrangements must be made with the Seminary Office according to the regulations of the State of California.

### *Refund*

Please see the refund policy of HAU under Financial Policy.



## Attendance Policy

Class attendance, punctuality, and fulfilling class requirements is considered a vital part of academic development as well as a sign of integrity and Christian character. Any excused absences from class, due to illness, ministry or ministry requirements, should be discussed directly with the instructor. The attendance policy in each class will be included in the course syllabus by each instructor.

## Leave of Absence

A student may fill out a petition form in the seminary office requesting a leave of absence. Approval of a leave of absence secures the student's standing in the program. Students who fail to register for two consecutive semesters will be considered to have withdrawn from the program.

## Academic Dismissal

All students must achieve two successive semesters with a GPA higher than 2.00. Those who do not meet this standard may be disqualified from the program.

## Grading

A	Excellent	(95–100)	4.0 grade points / semester unit
A–	Excellent	(90–94)	3.7 grade points / semester unit
B+	Good	(87–89)	3.3 grade points / semester unit
B	Good	(83–86)	3.0 grade points / semester unit
B–	Good	(80–82)	2.7 grade points / semester unit
C+	Average	(77–79)	2.3 grade points / semester unit
C	Average	(73–76)	2.0 grade points / semester unit
C–	Below Average	(70–72)	1.7 grade points / semester unit
D	Passing	(60–69)	1.0 grade points / semester unit
F	Failure	(0–59)	0 grade points / semester unit
I	Incomplete		
W	Withdrawal		
R	Repeated Course		

## Graduate level courses vs. Undergraduate level courses

Due to the student body size of HAU, many of our classes are offered to both graduate and undergraduate level students. Graduate studies are fundamentally different than undergraduate studies. This is not merely a matter of reading more pages and writing longer papers. Graduate students are expected to take significant responsibility in determining what to learn, how to learn it, and in finding learning resources. In addition to submitting course work to professors, graduate students will often submit or orally present work to their peers for comments, suggestions, and ideas for improvement. Sometimes this involves team projects. A research paper at the BA level may primarily require that a student report what authors have said. Instead of simply reporting

what authors say, graduate students will often be required to evaluate an author's work, identify presuppositions and biases, or suggest applications to their ministries. In short, graduate students are responsible to take initiative – they are partners with their professors in their own equipping.

Therefore, each graduate syllabus explains how the above philosophy will be implemented and what activities will be used to implement the graduate guidelines.

## **Graduation Requirements**

To obtain a degree, students must meet the following general degree requirements, in addition to the requirements specific to their program of study and the completion of the required units.

- *Grade Point Average Requirement*
  - An overall grade point average of at least 2.0 is required for an undergraduate degree. A minimum GPA of 3.0 is required for a graduate degree.
- *Unit Requirement*
  - The student must complete the total unit requirement for a degree.
- *Residence Requirement*
  - Undergraduate students must also complete at least 50 percent of the total unit requirement at HAU. Their residency requirement is at least 62 units for the BA in Theology.
  - Except where otherwise noted, graduate students are allowed to transfer up to six semester hours from another institution for master's degree programs, with the remaining degree units to be completed while in residence at HAU: 45 units for the 90-unit M.Div., and 24 units for the 48-unit MA in Theology.
- *Completion of Student Ministry Requirements*
  - An undergraduate student must complete four semesters approved student ministry for the equivalent of each full-time semester. Thus, a student who transfers to HAU as a junior, and takes the equivalent of, up to, four full-time semesters, is expected to take four semesters of Student Ministry.
- *All accounts paid in full*
  - Students are not allowed to graduate if they have unpaid debts to the HAU.
- *Graduation Petition*
  - Students must file a graduation petition with a fee with the Registrar's Office one semester prior to graduation.

## **Maintenance and Retention of Records**

The HAU shall maintain all records for each student as required by the regulation 71810(b)(15). It is the policy of the HAU to retain in the campus building all the vital student records for a minimum period of five years and all student transcripts permanently in compliance of the State of California Education Reform Act and Regulations. The record shall be available to authorized persons for inspection during normal business hours. Should you need to have transcripts sent to future potential employers the Office of the Registrar will assist you in handling this. All records will otherwise be kept strictly confidential, with only authorized personnel having access to them.

## **Academic Freedom**

Academic freedom for faculty members includes the right to judge and grade the academic performance of students. Academic freedom includes the right of students to be fairly and competently evaluated and graded. Students have the right to the instruction promised them in official HAU publications. It is not inappropriate for faculty and students, both in and out of classes, to meet and share their views on a wide spectrum of intellectual and social issues. It is proper for students to seek, and faculty to choose, professionally responsible ways to relate subject matter of courses to those social crises that arise temporarily and unpredictably. In the event of temporary departures from the normal course of instruction to discuss campus issues or community problems, faculty should make reasonable efforts to find ways of making up for missed material. In most foreseeable, if not all circumstances, instruction is to take place at the time and location indicated in HAU publications except in such usual academic practices as field trips, classes meeting off-campus by prior arrangement, and experimental course procedures approved by the department and for which students have received notice prior to registration. Academic freedom includes the right of both faculty and students to seek censure of faculty members by complaint, petition, or seeking discipline for incompetence or unprofessional behavior. Students in all academic disciplines have a right to receive effective presentations of a broad spectrum of philosophies relative to those disciplines. This does not mean that each faculty member must give equal weight to all theories appropriate to his/her discipline, even though objectivity is ordinarily assumed to characterize scholarly pursuits; rather a spectrum of philosophies or theories should characterize the total offerings within a field. Academic freedom for all members of the academic community demands that channels of administrative communication be open in both directions, and that they be used regularly and effectively. The responsibilities in academic affairs placed upon deans, department chairs, and faculty members should be clearly spelled out and should be respected in the operation of the HAU. The placing of responsibility should be accompanied by the delegation of the authority necessary to discharge it.

## **Academic's Complaint Procedure**

Students with complaints relating to a particular class, grade or instructor should discuss them first with that instructor. If the complaint is not resolved satisfactorily, the student should then contact the Dean of Academic Affairs. The Dean of Academic Affairs will review the complaint with all parties concerned and investigate all documents. The complaint will be determined either unfounded and rejected or valid, at which time a compromise or settlement will be determined, and monies will be returned. The Dean of Academic Affairs will write a decision within five days, notifying the student(s) by mail and a copy of the decision and complaint will be placed in the student's academic file. The complaint will be logged on the complaint record. The Dean of Academic Affairs' decision is considered final. If you feel your grievances were not adequately resolved and would like further assistance, please contact:

Bureau for Private Postsecondary Education  
1747 N. Market Blvd., Suite 225, Sacramento, CA 95834  
P.O. Box 980818, West Sacramento, CA 95798-0818  
Telephone: (916) 574-8900 Toll Free: (888) 370-7589

## **Satisfactory Academic Progress Policy**

The Satisfactory Academic Progress Policy (“SAP”) is composed of Qualitative Standard and Quantitative Standard.

Qualitatively, Students must maintain a good academic standing. HAU requires undergraduate students to maintain a 2.0 GPA in all courses attempted at HAU and a 2.0 cumulative GPA. Graduate students are required to maintain a 2.5 GPA in all courses attempted at HAU and a 2.5 cumulative GPA. Repeated courses which the student previously passed are not counted toward satisfactory academic progress requirements.

Quantitatively, there are two components in quantitative standard; (a) Acceptable Passing Rate and (b) Unit and Time Limit to complete an education program.

- a. Acceptable Passing Rate: Excluding transfer units, an overall ratio of units earned at HAU to units attempted is calculated. Withdrawn and incomplete units are attempted with zero units earned. Students must complete 65% of units attempted.
- b. Unit and Time Limit: To complete the program, no more than 150% of the number of units required can be attempted. To determine satisfactory academic progress, all attempted units at HAU are counted. For transfer students, only transferred units that apply to the degree program are counted.

### ***Academic Standing***

At the end of each semester, a student’s progress will be monitored. When there is evidence of lack of satisfactory academic progress toward meeting graduation requirements, the Academic Committee may place students on academic warning or probation or disqualify them from attendance at the university.

### ***Academic Warning***

HAU will notify students in writing for failing to make satisfactory academic progress and place the students on academic warning at the end of each semester. Warning status lasts only one semester. Students who fail to make satisfactory progress after the academic warning period may be dismissed from HAU unless they successfully appeal and are placed on probation.

### ***Academic Probation / Dismissal***

When a student fails to make satisfactory academic progress after the academic warning period, he may appeal that result on the basis of: his injury or illness, the death of a relative or other special circumstance. His appeal must explain why he failed to make satisfactory progress and what has changed in his situation that will allow him to make satisfactory progress at the next evaluation. If based on the appeal HAU determines that the student should be able to meet the satisfactory academic progress standards by the end of subsequent semester, HAU may place him

on probation without an academic plan. This probation status lasts only one semester. If based on the appeal HAU determines that the student will require more than one semester to meet progress standards, HAU may place him on probation and develop an academic plan for him. According to the requirements specified in the plan, HAU will review the student's progress at the end of each semester as is required of a student on probation status, to determine if the student is meeting the requirements of the academic plan. A student failing to meet the minimum standards by the end of probation period may be dismissed from HAU.

# FINANCIAL POLICY

## Financial Information

Students are expected to handle their personal finances in a Christian manner. Payment of accounts, or arrangement thereof by securing loans or scholarships, is expected at the time of registration. In certain cases of financial hardship, payment plans may be arranged with the financial office. Students are not admitted to final examinations until their accounts are fully cleared with the financial office. All tuition and bills must be paid before any record of grades or transcripts will be issued.

## Tuition and Fees

Application Fee	\$ 0.00
Registration Fee / semester	\$ 50.00
Student's Activity fee / semester	\$ 50.00
Bachelors level / semester unit	\$ 200.00
Masters level/ semester unit	\$ 250.00
Audit / semester unit	\$ 50.00
Library fee / year (optional)	\$ 20.00
Late Registration fee	
(up to one week late)	\$ 25.00
(over one week late)	\$ 40.00
Graduation fee	\$ 300.00
Official Transcript (per copy)	\$ 10.00
Certificate (per copy)	\$ 10.00

## Charges for Attendance

### BA in Theology (in case of full load)

Registration fee	\$ 50.00
Student Activities fee	\$ 50.00
Tuition \$200.00x15 units	\$ 3,000.00
S.T.R.F.	\$ 0.00
Total	\$ 3,100.00

### MA in Theology / M.Div. (in case of full load)

Registration fee	\$ 50.00
Student Activities fee	\$ 50.00
Tuition \$250.00x12 units	\$ 3,000.00
S.T.R.F.	\$ 0.00
Total	\$ 3,100.00

## Estimated Total Charge for Entire Program

### BA in Theology (4 years)

Registration fee	\$ 1200.00
Student Activities fee	\$ 400.00
Tuition \$200.00x123 units	\$ 24,600.00
S.T.R.F.	\$ 0.00
Graduation fee	\$ 200.00
Total	\$ 26,400.00

### MA in Theology (2 years)

Registration fee	\$ 600.00
Student Activities fee	\$ 200.00
Tuition \$250.00x48 units	\$12,000.00
S.T.R.F.	\$ 0.00
Graduation fee	\$ 200.00
Total	\$ 13,000.00

### M.Div. (3 years)

Registration fee	\$ 900.00
Student Activities fee	\$ 300.00
Tuition \$250.00x90 units	\$22,500.00
S.T.R.F.	\$ 0.00
Graduation fee	\$ 200.00
Total	\$ 23,900.00

## Payment Schedule

All tuition and fees are due at registration. Students taking nine (9) semester units or more for graduate students, and twelve (12) semester units or more for undergraduate students, who are financially unable to pay all tuition and fees at registration may be allowed to pay by installment as follows:

- 1/2 tuition and fees at registration.
- 1/4 tuition and fees by the end of the 4th week.
- 1/4 tuition and fees by the end of the 8th week.

Students will not be permitted to register for a new semester unless all financial obligations of prior semesters at the school have been settled. HAU requires a payment of five (5) percent of the annual interest in the amount which is still due pursuant to the payment schedule.

## Refund Policy

### Refund during Cancellation Period

The student has the right to cancel the enrollment agreement and obtain a refund of charges

paid through attendance at the first session of class, or the seventh day after enrollment, whichever is later. The student must receive a refund of 100% of the amount paid for institutional charges, less a registration fee not to exceed \$100. Please note that the student must cancel in writing.

### *Cancellation Example*

A student enrolls in the degree program 13 days before it is scheduled to start and pays \$3,000 toward the full tuition. Three days before the scheduled start the student decides he no longer wants to enroll. That same day the student submits a cancellation form to HAU. Thirty days later the student receives a refund equal to the full amount paid, minus \$100 for the registration fee, for a total of \$2,900.

### **Refund after Cancellation Period**

If a student withdraws from a course at HAU after the first day of instruction, the student is entitled to only a partial refund. Please note the student must withdraw in writing. The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.

### **Withdrawal from the Program**

You may withdraw from the school at any time and receive a prorated refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$ 250.00, and less any deduction for books and materials not returned in good condition, within 45 days of withdrawal.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal.

For programs beyond the current "payment period," if you withdraw prior to the next payment period, all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan of third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan.

### **Definition of Withdraw**

For the purposes of determining the amount you owe, you shall be deemed to have withdrawn from the course when any of the following occurs (a) You notify HAU of your withdrawal or the actual date of withdrawal; (b) School terminates prior to your enrollment; or (c) You fail to attend classes for a three-week period.



## **Federal and State Aid**

HAU does not participate in Federal and State financial aid program yet. When such aid is available, HAU will disclose to the student pursuant to the applicable Federal and State financial aid programs.

If a student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- a. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- b. The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

## **Student Loans**

Student loan resources will be not available for HAU students. HAU is planned to apply for FAFSA by 2022.

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 finances not paid from federal student financial aid program funds.

## **Student Tuition Recovery Fund**

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd., Suite 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

## **Financial Aid and Financial Assistance**

HAU offers a variety of institutional scholarships semi-annually to both incoming and current students for achieving better quality of education. The conditions for receiving this assistance differs with each scholarship. Applicants may obtain the information and applications by writing to or visiting the office of student financial assistance. Please note that HAU does not participate in government financial aid programs. The preferences for awarding institutional scholarships are based on the following:

1. Leadership potentiality
2. Academic excellence
3. Need
4. Under and Graduate students (not for Audit)

5. Local pastor's spouse
6. Full time student status
7. Student spouses who are both enrolled

## **LIBRARY SERVICES**

Henry Appenzeller University shares an extensive collection of theological books, periodicals, and religious magazines for the benefit of the faculty and students. In addition to our library, our students have access to affiliate school libraries, such as Grace Mission University in Fullerton and Claremont School of Theology. Refer to the Library Handbook or contact our librarian by contacting the school for further information about the library.

- An E-Library is available to all HAU students. The usage of the E-Library is available through [http://mtsa.dkyobobook.co.kr/Kyobo\\_T3/Default.asp](http://mtsa.dkyobobook.co.kr/Kyobo_T3/Default.asp) for all full-time and part-time active students.
- <https://www.dbpia.co.kr/>

# DEGREE PROGRAMS

## Bachelor of Art in Theology

### *Admission Requirements*

Anyone possessing a high school diploma, or its equivalent meets the basic academic requirement for admission to the program. See the section on admissions criteria, earlier in this catalog, for additional requirements. Also, the following generally apply:

1. Recommended to be 18 years of age or older.
2. Have a high school Diploma or its equivalent. Foreign transcripts must be evaluated and approved prior to applying to the program.
3. Must have a cumulative grade point average (GPA) of 2.0 or “C” average overall.
4. Functional ability to read and write English or Korean at the college level.
5. Prospective student must complete an admission application for HAU.

### Special Notes:

1. Although not required, at least one letter of recommendation from someone who would endorse that the applicant possesses the necessary intellectual ability and mental attitude enough to complete the required courses within the required time frame will be helpful in evaluating the application.
2. The credentials of students educated in other countries will be evaluated individually. The official third party (transcript verification) verification will be made. Applicants may be required to present English translations of foreign language credentials.

### *Purpose and the Program Objectives*

The Bachelor of Art in Theology program offers students an opportunity to explore, academically and critically, the scriptural basis of traditional Christian faith and practice. This program emphasizes systematic, comprehensive, and critical study of the Christian Scriptures and of major Christian theological doctrines, spiritual disciplines, and ministry practices. Special emphasis is placed upon the historical context and development of the Biblical scriptures of the Hebrew Bible and the New Testament.

### Program Learning Objectives of Bachelor of Art in Theology (BA in Theology)

Upon completing this degree, students will be able to:

1. Demonstrate a basic knowledge and understanding of the Scripture.
2. Demonstrate an understanding of fundamentals of Christian Doctrine and theology
3. To equip students to pursue a career in pastoral ministry
4. To fulfill the prerequisite for the MA in Theology. program.
5. To gain knowledges and skills to become faithful stewards for churches, communities, and missions.

**BA in Theology PLO vs. CLO Matrix**

PLO	1	2	3	4	5
#	26	18	36	20	36

General Education												
PLO	MGE111	MGE112	MGE113	MGE114	MGE121	MGE212	MGE214	MGE215	MGE311	MGE312	MGE411	MWR160
1						X			X			
2						X						X
3	X	X	X	X	X	X	X	X	X	X	X	X
4	X	X	X	X	X	X	X	X	X	X	X	X
5	X	X	X	X	X	X	X	X	X	X	X	X
Bible and Christian History												
PLO	MOT101	MOT221	MOT201	MNT101	MNT221	MNT201	MOT101	MOT102	MST101	MCE101		
1	X	X	X	X	X	X	X	X	X	X		
2		X	X	X				X	X			
3	X	X	X	X	X	X	X	X	X	X		
4			X		X			X				
5	X	X	X	X	X	X	X	X	X	X		
Theology												
PLO	MWP101	MES101	MPC101	MDS111	MDS112	MDS113						
1	X	X	X	X	X	X						
2	X	X	X	X	X	X						
3	X	X	X	X	X	X						
4	X		X									
5	X	X	X	X	X	X						
Professional Studies							SMF					
PLO	MCE103	MCE401	MCS101	MPT101	MPT231	MTT415	MWR332	MPT400				
1	X	X	X	X	X	X	X	X				
2				X	X	X	X	X				
3	X	X	X	X	X	X	X	X				
4	X		X	X								
5	X	X	X	X	X	X	X	X				

\*PLO – Program Learning Objectives; CLO – Course Learning Objectives

**Student Ministry Formation**

HAU is committed to equipping students to become full-time or lay leaders in Christian ministry. In order to serve God more effectively, all bachelor level students are required to participate in ministry outside of the class experience. It is the philosophy of HAU that it is impossible to be equipped for ministry by merely studying in a classroom. Such competencies as learning to understand and related to people, learning to depend on more than one’s own abilities in ministry, developing a passion for ministry and mission, etc., require that students learn by doing. Perhaps that is part of the reason that Jesus requires service of his own disciples. HAU believes that it is impossible for students to find their strengths, weakness, talents and gifts by

actually being involved in ministry. This self-knowledge can help students find their niche in the Kingdom as well as plan how to improve in necessary areas. HAU believes that it is important for our students, who have been blessed with an opportunity to study, to meet human needs and to contribute to the kingdom of God and its expansion.

Under the new student ministry guidelines, BA in Theology students are required to complete six semesters of Christian service, MA in Theology students are required to complete three semesters of Christian services and M.Div. student are required to complete four semesters of Christian service, each worth a half (BA in Theology) and one credit (Master) hour. Christian service courses are graded pass/fail. Christian service is registered for during normal registration. The student should obtain a Christian service approval form from the office during registration. Students who need less than six semesters to graduate (i.e. transfer students) will not be required to complete six semesters of Christian service but will be required to take the Christian service course every semester they study at HAU.

When the student decides on the area of Christian service, he or she will sign up for that semester. He or she must then discuss and receive approval by the ministry supervisor. Once approved by the ministry supervisor, the student must submit the student Ministry approval form to the Dean of students at the Christian service chapel that is scheduled for every Tuesday of each week. These forms should be completed completely. Students will also be grouped into teams. Team members are expected to pray for each other, encourage each other, and meet as a team with an assigned mentor three times during the semester.

Approximately at the mid-point of the semester the student must have the supervisor evaluate his or her ministry and submit the supervisor evaluation form to the Student Dean. At the end of the semester the following forms are to be submitted to the Student Dean: 1) the ministry supervisor evaluation form, 2) the student self-evaluation form and 3) Christian service survey.

### ***Program Requirements***

Students receive the Bachelor of Art in Theology degree when they fulfill the following program requirements and finish 123 semester units:

- General Education (36 units)
- Major Requirements (60 units)
- KMC Required Courses Study (18 units)
- Student Ministry Formation (3 units)
- Electives (6 units)

<b>Bachelor of Art in Theology Graduation Checklist (123 units)</b>					
<b>이름:</b>					
<b>General Education Requirement: 12 courses (36 Units)</b>					
Course	Title	Units	Semester	Year	Remarks
MGE111	Writing Workshop	3			

MGE112	Introduction to Philosophy	3			
MGE113	Introduction to Psychology	3			
MGE114	Introduction to Sociology	3			
MGE121	Introduction to Natural Science	3			
MGE212	Christian Literature	3			
MGE214	Introduction to Management	3			
MGE215	Advanced Computer Skills	3			
MGE311	Method of Bible Study	3			
MGE312	U.S. History	3			
MGE411	Asian American Studies	3			
MWR160	World Religions	3			

**Major Requirements: 20 courses (60 Units)**

Course	Title	Units	Semester	Year	Remarks
MOT101	Introduction to OT	3			
MOT221	Biblical Hebrew	3			
MOT201	Exegesis of OT	3			
MNT101	Introduction to NT	3			
MNT221	Biblical Greek	3			
MNT201	Exegesis of NT	3			
MOT101	Introduction to Church History 1	3			
MOT102	Introduction to Church History 2	3			
MST101	Introduction to Systematic Theology	3			
MCE101	Introduction to Christian Education	3			
WP101	Introduction to Worship and Preaching	3			
MES101	Introduction to Christian Ethics	3			
MPC101	Introduction to Pastoral Counseling	3			
	Advanced Biblical Studies	3			
	Advanced Christian History	3			
	Advanced Christian Education	3			
	Advanced Theology	3			
	Advanced Worship & Preaching	3			
	Advanced Ethics	3			
	Advanced Pastoral Counseling	3			

**KMC Required Courses Studies: 6 courses (18 Units)**

Course	Title	Units	Semester	Year	Grade
MDS111	Wesleyan Theology	3			
MDS112	Korean Methodist History	3			
MDS113	Wesleyan Spirituality	3			
MDS114	Evangelism	3			
MDS121	Building Small Groups	3			
MDS212	KM Doctrine and Policy	3			

**Elective: 2 courses (6 Units)**



<b>Student Ministry Formation: 3 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
MCE232/632	Student Ministry Formation	3			
Total		123 Units			

## Master of Divinity

### *Admission Requirements*

Admission to Henry Appenzeller University's Master of Divinity Program is based on the following factors: 1) the student's academic record (at least a 2.5 grade point average) in his/her undergraduate studies, and 2) two recommendations secured from the individual's pastor, a faculty member connected with the student's undergraduate program, and from one additional character reference.

Any person desiring to enter either school must submit the following:

1. The appropriate application including the names and addresses of three individuals as references, as described above,
2. Official transcripts of the school(s) previously attended (photocopies or transcripts in opened envelopes will not be accepted),
3. Applicants for admission must hold a Bachelor of Arts or equivalent degree from HAU or college.
4. Must be at least 18 years of age and in good health.
5. Demonstrate ability to read and write either English or Korean at the college entrance level. Level test will be required.

### *Purpose and the Program Objectives*

The Master of Divinity program is designed to equip dedicated Christians for various ministries in the church setting, including the ordained ministries of instruction and leadership in the church. This program emphasizes developing the capacity to study and communicate the Christian Scriptures and the theological traditions and the capacity to model and facilitate Christian spiritual formation and communal practices.

### Program Learning Objective of Master of Divinity (M.Div.)

Upon completing this degree, students will be able to:

1. Interpret both the Old and New Testaments with accurate, evangelical hermeneutical skills.
2. Demonstrate a knowledge and understanding of historical and theological tenets of the Church.
3. Communicate biblical and theological truths through preaching, writing, or in such other ways as may be appropriate.

4. Demonstrate leadership skills that serve the ministry needs of the church and community.
5. To prepare students for ordained ministry.

**MDiv PLO vs. CLO Matrix**

PLO	1	2	3	4	5
#	10	13	21	10	25

Theological Studies									
PLO	MCE511	MCH511	MCH611	MCH711	MTT501	MTT502	MTT612	MTT711	MWR511
1									
2		x	x	x	x	x	x	x	x
3			x		x	x	x	x	x
4	x		x	x					
5	x	x	x	x	x	x	x	x	x
Biblical Studies									
PLO	MNT501	MNT602	MNT603	MNT621	MNT630	MOT501	MOT601	MOT603	MOT621
1	x	x	x	x	x	x	x	x	x
2			x					x	
3	x	x	x	x	x	x	x	x	x
4									
5	x	x	x	x	x	x	x	x	x
Professional Studies							SMF		
PLO	MCE503	MCS501	MCS631	MPT501	MPT631	MPT632	MPT800		
1	x								
2	x			x				x	
3	x	x	x		x	x	x		
4	x	x	x	x	x	x	x		
5	x	x	x	x	x	x	x		

\*PLO – Program Learning Objectives; CLO – Course Learning Objectives

*Program Requirements*

Students receive the Master of Divinity degree when they fulfill the following program requirements and complete 90 semester units:

- Requirements (54 Units)
- Required Electives (24 Units)
- Student Ministry Formation (3 units)
- Electives (12 units)

**Master of Divinity Graduation Checklist (Since 2018 Fall)**

이름:

필수: 54 학점 (Requirements: 54 Units)					
Course	Title	Units	Semester	Year	Remarks
MOT501	Introduction to OT 구약개론	3			Area 1
MNT501	Introduction to NT 신약개론	3			Area 1
MOT621	Biblical Hebrew 기초 히브리어	3			Area 1
MNT621	Basic Biblical Greek 기초 헬라어	3			Area 1
MST501	Introduction to Systematic Theology 조직신학	3			Area 2
MES501	Introduction to Christian Ethics 기독교 윤리	3			Area 2
MHC501	Church History I 교회사 1	3			Area 3
MHC502	Church History II 교회사 2	3			Area 3
MCE501	Introduction to Christian Education 기독교 교육	3			Area 4
MPC501	Introduction to Pastoral Care & Counseling 목회상담	3			Area 4
MWP501	Homiletic & Liturgy 예배와 설교	3			Area 4
MWR639	Introduction to World Religions 종교학 개론	3			Area 4
MDS112	Korean Methodist History 한국감리교회사 (교단필수 1)	3			교필
MDS114	Wesley and Small Group Movement 웨슬리 전도와 속회운동 (교단필수 2)	3			교필
MDS111	Theology and Homiletic of John Wesley 웨슬리 설교와 신학 (교단필수 3)	3			교필
MDS212	KM Doctrine and Policy 교리와 장정 (교단필수 4)	3			교필
MDS113	Wesleyan Spirituality 웨슬리 영성(교단필수 5)	3			교필
MDS632	Student Ministry Formation 목회실습 (교단필수 6)	3			교필
Total		54			
필수 선택: 24 학점 (Required Electives: 24 Units)					
Course	Title	Units	Semester	Year	Remarks
		3			Area 1
		3			Area 1
		3			Area 1
		3			Area 2
		3			Area 2
		3			Area 3
		3			Area 4
		3			Area 4
일반 선택: 12 학점 (Electives: 12 Units)					
Course	Title	Units	Semester	Year	Remarks
		3			
		3			
		3			
		3			

Total	90
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Area 1) 성서학 (Area 1. Biblical Studies): 필수 12 학점 (구약개론, 신약개론, 히브리어, 헬라어), 선택필수 9 학점

Area 2) 신학과 문화 (Area2. Theology and Culture): 필수 6 학점 (조직신학개론, 기독교 윤리개론), 선택필수 6 학점

Area 3) 기독교 역사 (Area 3. History of Christianity): 필수 6 학점 (교회사 I, II), 선택필수 3 학점

Area 4) 실천신학 (Area4. Practical Theology): 필수 12 학점 (기독교 상담, 기독교 교육, 예배와 설교, 목회실습), 선택필수 6 학점

## **Master of Art in Theology**

### *Admission Requirement*

Applicants must meet the following minimum requirements to be considered for admission to the Master of ART in Theology program:

1. Applicants for admission must hold a Bachelor of ART in Theology or equivalent degree from HAU or college.
2. Must have a cumulative grade point average (GPA) of 2.75 (4.00 scale).
3. Recommended to be at least 18 years of age and in good health.
4. Demonstrate ability to read and write either English or Korean at the college entrance level. Level test will be required.
5. Two letters of recommendation sent directly to HAU (One from an ordained minister and one from an academic advisor or professor), substantiating that the applicant possess the necessary intellectual ability and mental attitude sufficient to complete the required courses within the time frame allowed.

### *Purpose and the Program Objectives*

The Master of Art in Theology (MA in Theology) is designed to prepare students for further study, in preparation for a Doctoral Degree, or employment that requires a master's degree.

### Program Learning Objective of Master of Art in Theology (MA in Theology)

Upon completing this degree, students will be able to:

1. Interpret both the Systematic Theology, Christian History, Old and New Testaments with accurate, evangelical hermeneutical skills.
2. Demonstrate academic competence in theological disciplines.
3. Articulate the significance of their academic work for the broader community.

4. To prepare students for further theological and biblical studies.
5. To prepare students for ordained ministry.

**MA in Theology PLO vs. CLO Matrix**

**Biblical Studies Track**

PLO	1	2	3	4	5
#	16	3	16	16	17

		Theological/Religious Studies					Language			
PLO		MCH501	MNT501	MOT501	MTT501	MTT511	MTT612	MNT621	MNT622	MOT621
1		x	x	x	x		x	x	x	x
2		x			x		x			
3			x	x	x	x	x	x	x	x
4		x	x	x	x		x	x	x	x
5		x	x	x	x	x	x	x	x	x
		Concentration								
PLO		MNT630	MNT635	MNT645	MNT648	MOT645	MOT646	MOT648	MOT658	
1		x	x	x	x	x	x	x	x	
2										
3		x	x	x	x	x	x	x	x	
4		x	x	x	x	x	x	x	x	
5		x	x	x	x	x	x	x	x	

**Religious Education Track**

PLO	1	2	3	4	5
#	10	6	13	11	14

		Theological/Religious Studies				Language		
PLO		MCH501	MNT501	MOT501	MTT501	MTT511	MNT621	MOT621
1		x	x	x	x		x	x
2		x			x			
3			x	x	x	x	x	x
4		x	x	x	x		x	x
5		x	x	x	x	x	x	x
		Concentration						
PLO		MCE503	MCE506	MCS501	MPT501	MPT632	MPT730	MWR631
1		x			x	x	x	
2		x			x	x	x	
3		x	x	x	x	x	x	x
4		x			x	x	x	x
5		x	x	x	x	x	x	x

**Theology Track**

PLO	1	2	3	4	5
#	13	8	12	13	14

		Theological/Religious Studies				Language		
PLO		MCH501	MNT501	MOT501	MTT501	MTT511	MNT621	MOT621
1		x	x	x	x		x	x
2		x			x			
3			x	x	x	x	x	x
4		x	x	x	x		x	x
5		x	x	x	x	x	x	x
		Concentration						
PLO		MCE503	MCS501	MTT502	MTT503	MTT504	MTT505	MTT612
1		x	x	x	x	x	x	x
2		x	x	x		x	x	x
3		x	x	x		x	x	x
4		x	x	x	x	x	x	x

\*PLO – Program Learning Objectives; CLO – Course Learning Objectives

### ***Program Requirements***

Students receive the Master of ART in Theology degree when they fulfill the following program requirements and complete 48 semester units:

#### ***BIBLICAL STUDIES TRACK***

- Theological/Religious Studies – 18 units
- Biblical Languages – 9 units
- Concentration – 15 units
- Electives – 3 units
- Master’s Thesis – 3 unit

<b>MA in Theology. Biblical Studies Track</b>					
<b>Theological/Religious Studies - 18 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
CH501	History of Christian Thought	3			
NT501	Introduction to NT	3			
OT501	Introduction to OT	3			
TT501	Systematic Theology (I)	3			
TT511	Introduction to Christian Ethics	3			
TT612	Contemporary Theology	3			
<b>Biblical Languages - 9 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
NT621	Biblical Greek (I)	3			
NT622	Biblical Greek (II)	3			
OT621	Biblical Hebrew (I)	3			
<b>Concentration - 15 Units (Choose up to 15 units)</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
NT630	Synoptic Gospels	3			
NT635	Gospel of John	3			
NT645	General Epistles	3			
NT648	Revelation	3			
OT645	Pentateuch	3			
OT646	Psalm	3			
OT648	Prophetic Books	3			
OT658	Isaiah	3			
<b>Electives: 3 Units (Any Classes Relevant to Concentration)</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
		3			
<b>Master's Thesis: 3 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
	Writing Workshop	3			



**RELIGIOUS EDUCATION TRACK**

- Theological/Religious Studies – 15 units
- Biblical Language – 6 units
- Concentration – 15 units
- Free Electives – 9 units
- Master’s Thesis – 3 unit

<b>MA in Theology. Religious Education Track</b>					
<b>Theological/Religious Studies - 15 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
CH501	History of Christian Thought	3			
NT501	Introduction to NT	3			
OT501	Introduction to OT	3			
TT501	Systematic Theology (I)	3			
TT511	Introduction to Christian Ethics	3			
<b>Biblical Languages - 6 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
NT621	Biblical Greek (I)	3			
OT621	Biblical Hebrew (I)	3			
<b>Concentration - 15 Units (Choose up to 15 units)</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
CE503	Introduction to Christian Education	3			
CE506	Christian Leadership	3			
CS501	Introduction to Pastoral Counseling	3			
PT501	Introduction to Practical Theology	3			
PT632	Preaching and Communication	3			
PT730	Evangelism in 21st Century	3			
WR631	Global Perspective on Ministry	3			
<b>Electives: 9 Units (Choose up to 9 units Relevant to Concentration)</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
		3			
		3			
		3			
<b>Master's Thesis: 3 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
	Writing Workshop	3			



**PRACTICAL THEOLOGY TRACK**

- Theological/Religious Studie – 15 units
- Biblical Language – 6 units
- Concentration – 15 units
- Free Electives – 9 units
- Master’s Thesis – 3 unit

<b>MA in Theology. Practical Theology Track</b>					
<b>Theological/Religious Studies - 15 Units</b>					
Course	Title	Units	Semester	Year	Grade
CH501	History of Christian Thought	3			
NT501	Introduction to NT	3			
OT501	Introduction to OT	3			
TT501	Systematic Theology (I)	3			
TT511	Introduction to Christian Ethics	3			
<b>Biblical Languages - 6 Units</b>					
Course	Title	Units	Semester	Year	Grade
NT621	Biblical Greek (I)	3			
OT621	Biblical Hebrew (I)	3			
<b>Concentration - 15 Units</b>					
Course	Title	Units	Semester	Year	Grade
	Introduction to Counseling Psychology: Theories of Psychotherapy	3			
MPT231/631	Pastoral Care and Counseling for Korean Immigrant	3			
	Family Therapy	3			
MPT221/621	Trauma and Forgiveness	3			
MPT222/622	Grief Care and Counseling	3			
	Substance Abuse, Dependency and Interventions	3			
	Child and Adolescent Therapy	3			
MWP101/501	Homiletic & Liturgy	3			
MWR232/632	Theology of Mission	3			
MCE231/631	Spiritual Formation	3			
<b>Electives: 9 Units (Choose up to 9 units Relevant to Concentration)</b>					
Course	Title	Units	Semester	Year	Grade
		3			
		3			
		3			
<b>Master's Thesis: 3 Units</b>					
Course	Title	Units	Semester	Year	Grade
	Writing Workshop	3			

**THEOLOGY TRACK**

- Theological/Religious Studies – 15 units
- Biblical Language – 6 units
- Concentration – 15 units
- Free Electives – 9 units
- Master’s Thesis – 3 unit

<b>MA in Theology. Theology Track</b>					
<b>Theological/Religious Studies - 15 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
CH501	History of Christian Thought	3			
NT501	Introduction to NT	3			
OT501	Introduction to OT	3			
TT501	Systematic Theology (I)	3			
TT511	Introduction to Christian Ethics	3			
<b>Biblical Languages - 6 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
NT621	Biblical Greek (I)	3			
OT621	Biblical Hebrew (I)	3			
<b>Concentration - 15 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
CE503	Introduction to Christian Education	3			
CS501	Introduction to Pastoral Counseling	3			
TT502	Systematic Theology (II)	3			
TT503	Study on Church Fathers	3			
TT504	Theology of Wesley	3			
TT505	Theology of Karl Barth	3			
TT612	Contemporary Theology	3			
<b>Electives: 9 Units (Choose up to 9 units Relevant to Concentration)</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
		3			
		3			
		3			
<b>Master's Thesis: 3 Units</b>					
<b>Course</b>	<b>Title</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
	Writing Workshop	3			

<b>Master of Art in Theology Graduation Checklist (Th.M)</b>					
<b>이름:</b>					
<b>필수: 18 학점 (Requirements: 18 Units, Seminar or directed study)</b>					
Course	Title	Units	Semester	Year	Remarks
		3			전공 1
		3			전공 2
		3			전공 3
		3			전공 4
		3			전공 5
		3			전공 6
Total		21			
<b>다른 영역 선택: 9 학점 (Electives: 9 Units, Seminar or directed study)</b>					
		3			영역
		3			영역
		3			영역
Total		9			
<b>선택: 18 학점 (Electives: 18 Units, Seminar or directed study → 교단필수 선택 가능)</b>					
		3			선택 1
		3			선택 2
		3			선택 3
		3			선택 4
		3			선택 5
		3			
Total		15			
<b>논문: 3 학점 (Dissertation: 3 units)</b>					
MTH525	논문	3			
Total		3			
Total		48			

영역 1) 성서학 (Area 1. Biblical Studies)

영역 2) 신학과 문화 (Area2. Theology and Culture): 조직신학, 기독교 윤리

영역 3) 기독교 역사 (Area 3. History of Christianity): 교회사

영역 4) 실천신학 (Area4. Practical Theology): 기독교 상담, 기독교 교육, 예배와 설교,  
목회실습

## Master Course List

Course	Name	Department
MGE111/PR501	Writing Workshop (글쓰기)/Writing Dissertation (논문 작성법)	Other
MTH525	Dissertation (논문) *Prerequisite: PR501	Other
MOT101/501	Introduction to OT (구약개론)	Area1 Biblical Studies 성서학
MNT101/501	Introduction to NT (신약개론)	Area1 Biblical Studies 성서학
MNT201/601	Exegesis of NT (신약주석) *Prerequisite: MNT101/501	Area1 Biblical Studies 성서학
MNT202/602	Theology of NT (신약신학) *Prerequisite: MNT101/501	Area1 Biblical Studies 성서학
MNT221/621	Basic Biblical Greek (기초 헬라어)	Area1 Biblical Studies 성서학
MNT222/622	Advanced Biblical Greek (고급 헬라어) *Prerequisite: MNT221/621	Area1 Biblical Studies 성서학
MNT223/623	Reading Texts in Greek (헬라어 원서강독) *Prerequisite: MNT221/621	Area1 Biblical Studies 성서학
MNT231/630	Synoptic Gospels (공관복음서) *Prerequisite: MNT101/501	Area1 Biblical Studies 성서학
MNT232/635	Johannine Literatures (요한문헌) *Prerequisite: MNT101/501	Area1 Biblical Studies 성서학
MNT233/644	Pauline Letters (바울서신) *Prerequisite: MNT101/501	Area1 Biblical Studies 성서학
MNT234/634	General Epistles (공동서신) *Prerequisite: MNT101/501	Area1 Biblical Studies 성서학
MNT248/648	Revelation (요한계시록) *Prerequisite: MNT101/501	Area1 Biblical Studies 성서학
MOT201/601	Exegesis of OT (구약주석) *Prerequisite: MOT101/501	Area1 Biblical Studies 성서학
MOT202/602	Theology of OT (구약신학) *Prerequisite: MOT101/501	Area1 Biblical Studies 성서학
MOT221/621	Biblical Hebrew (기초 히브리어)	Area1 Biblical Studies 성서학
MOT222/622	Advanced Hebrew (고급 히브리어) *Prerequisite: MOT221/621	Area1 Biblical Studies 성서학
MOT223/623	Reading Texts in Hebrew (히브리어 원서강독) *Prerequisite: MOT221/621	Area1 Biblical Studies 성서학
MOT245/645	Pentateuch (모세오경) *Prerequisite: MOT101/501	Area1 Biblical Studies 성서학
MOT246/646	Historical Books (역사서) *Prerequisite: MOT101/501	Area1 Biblical Studies 성서학
MOT247/647	Poetic and Wisdom Literatures (성문서) *Prerequisite: MOT101/501	Area1 Biblical Studies 성서학
MOT257/657	Psalms (시편) *Prerequisite: MOT101/501	Area1 Biblical Studies 성서학
MOT258/658	Major Prophet (대전지서) *Prerequisite: MOT101/501	Area1 Biblical Studies 성서학
MOT259/659	Minor Prophet (소전지서) *Prerequisite: MOT101/501	Area1 Biblical Studies 성서학
MOT262/650	Apocalyptic literature (묵시문학)	Area1 Biblical Studies 성서학

	*Prerequisite: MOT101/501	
MST101/501	Introduction to Systematic Theology (신학 개론)	Area2. Theology & Culture 신학과 문학
MST211/611	Doctrine of God (신론)	Area2. Theology & Culture 신학과 문학
MST212/612	Doctrine of Holy Spirit (성령론)	Area2. Theology & Culture 신학과 문학
MST213/613	Christology (기독교론)	Area2. Theology & Culture 신학과 문학
MST214/614	Ecclesiology (교회론)	Area2. Theology & Culture 신학과 문학
MST222/622	Contemporary Theology (현대신학)	Area2. Theology & Culture 신학과 문학
MTT223/623	Third World Theology (제 3 세계 신학)	Area2. Theology & Culture 신학과 문학
MTT224/624	Reformation Theology (종교개혁 신학)	Area2. Theology & Culture 신학과 문학
MES101/501	Introduction to Christian Ethics (기독교윤리 개론)	Area2. Theology & Culture 신학과 문학
MES201/601	Christian Economic Ethics (기독교 경제 윤리) *Prerequisite: MES101/501	Area2. Theology & Culture 신학과 문학
MES211/611	Wesleyan Social Ethics (웨슬리의 사회 윤리) *Prerequisite: MES101/501	Area2. Theology & Culture 신학과 문학
MHC222/622	Studies on Church Fathers (교부연구)	Area2. Theology & Culture 신학과 문학
MHC101/501	Church History I (교회사 1)	Area3. History of Christianity 기독교 역사
MHC102/502	Church History II (교회사 2) *Prerequisite: MHC101/501	Area3. History of Christianity 기독교 역사
MHC211/611	Korean Church History (한국교회사) *Prerequisite: MHC101/501	Area3. History of Christianity 기독교 역사
MHC221/621	History of Christian Thought (기독교 사상사) *Prerequisite: MHC101/501	Area3. History of Christianity 기독교 역사
MST221/621	Introduction to Mission (선교학 개론)	Area4. Practical Theology 실천신학
MCE101/501	Introduction to Christian Education (기독교 교육 개론)	Area4. Practical Theology 실천신학
MCE201/601	Methodology of Christian Education (기독교 교육 방법론) *Prerequisite: MCE101/501	Area4. Practical Theology 실천신학
MCE211/611	Children Education (어린이 교육) *Prerequisite: MCE101/501	Area4. Practical Theology 실천신학
MCE212/612	Adolescent Education (청소년 교육) *Prerequisite: MCE101/501	Area4. Practical Theology 실천신학
MCE221/621	Theology and Education (신학과 교육) *Prerequisite: MCE101/501	Area4. Practical Theology 실천신학
MCE222/622	Development of Education Program (교육프로그램 개발) *Prerequisite: MCE101/501	Area4. Practical Theology 실천신학
MCE223/623	Christian Leadership (기독교 리더쉽)	Area4. Practical Theology 실천신학
MCE232/632	"Student Ministry Formation B.Th. 0.5 unit/semester M.Div. 0.5 unit/semester (목회실습)"	Area4. Practical Theology 실천신학

MPC101/501	Introduction to Pastoral Care & Counseling (목회상담 개론)	Area4. Practical Theology 실천신학
MPT211/611	Adolescent Counselling (청소년 상담학) *Prerequisite: MPC101/501	Area4. Practical Theology 실천신학
MPC102	Crisis Counseling (위기상담) *Prerequisite: MPC101/501	Area4. Practical Theology 실천신학
MPC502	Mental Illness and Counseling (정신 상담) *Prerequisite: MPC101/501	Area4. Practical Theology 실천신학
MPT212/612	Family Counselling (가족 상담학) *Prerequisite: MPC101/501	Area4. Practical Theology 실천신학
MPT221/621	Trauma and Forgiveness (트라우마와 용서) *Prerequisite: MPC101/501	Area4. Practical Theology 실천신학
MPT222/622	Grief Care and Counseling (애도 돌봄과 상담) *Prerequisite: MPC101/501	Area4. Practical Theology 실천신학
MPT231/631	Pastoral Care and Counseling for Korean Immigrant Congregation (한인 이민회중 돌봄과 상담) *Prerequisite: MPC101/501	Area4. Practical Theology 실천신학
MWP202/602	Hymnology (찬송가학)	Area4. Practical Theology 실천신학
MWP101/501	Homiletic & Liturgy (예배와 설교)	Area4. Practical Theology 실천신학
MWR111/511	Christian Worldview (기독교 세계관)	Area4. Practical Theology 실천신학
MWR231/631	Global Perspective on Ministry (목회의 세계적 관점)	Area4. Practical Theology 실천신학
MWR232/632	Theology of Mission (선교신학)	Area4. Practical Theology 실천신학
MCE102	Teaching-Learning Process (교수 학습론)	Area4. Practical Theology 실천신학
MWR234/634	Christ and Culture (기독교와 문화)	Area4. Practical Theology 실천신학
MCE231/631	Spiritual Formation (영성신학)	Area4. Practical Theology 실천신학
MWR236/636	Theology of Paul and Missions	Area4. Practical Theology 실천신학
MGE113	Introduction to Psychology (심리학 개론)	General Education
MGE114	Introduction to Sociology (사회학 개론)	General Education
MGE121	Introduction to Natural Science (자연과학 개론)	General Education
MGE212	Christian Literature (기독교 문학)	General Education
MGE214	Introduction to Management (경영학 개론)	General Education
MGE215	Advanced Computer Skills (컴퓨터 기술)	General Education
MGE311	Logics (논리학)	General Education
MGE312	U.S. History (미국의 역사)	General Education
MGE411	Asian American Studies (아시아-아메리칸 연구)	General Education
MWR235/635	Cultural Anthropology (문화인류학)	General Education
MGE112	Introduction to Philosophy (철학개론)	General Education
MST201/601	Philosophy of Religion (종교철학)	General Education
MST202/602	Philosophical Hermeneutics (해석학)	General Education

MDS111	Theology and Homiletic of John Wesley (웨슬리 설교와 신학)	교단필수과목
MDS112	Korean Methodist History (한국 감리교회사)	교단필수과목
MDS113	Wesleyan Spirituality (웨슬리 영성)	교단필수과목
MDS114	Wesley and Small Group Movement (웨슬리 전도와 속회운동)	교단필수과목
MDS212	KM Doctrine and Policy (한국감리교회 교리와 장정)	교단필수과목
MDS632	Student Ministry Formation (목회실습)	교단필수과목

## Doctor of Ministry

### Course Track\*

#### *Practice and Spirituality Track*

D. Min. program provides preparation for students in the practical and spiritual areas of Spiritual formation, Christian Education, Pastoral Counseling, Teaching in faith communities and other non-profit organizations. Students are required to take online coursework during the semester from faculty in practical theology (Christian Education, Counseling, Spirituality Education, etc...). Some of the lectures are two-week intensive courses held once a year on campus in the United States and/or South Korea, with one course each morning, and another in the afternoon. As students complete the necessary coursework, they will select the areas they wish to write and research in the practice and spiritual track. An advisor will be assigned for each student whom they will be in consultation with through the progression of their studies. Additional information on this track can be found at the MTSA office.

#### *Themes and Courses*

**Immigrant Spirituality** - Examines the multi-cultural, ethnic, and immigrant spirituality.

**Spiritual Practice** - Looks at a variety of Christian practice, experience, and Christian formation.

(Module 1 – Age and practice, Module 2 – Christian Worldview)

**The History of Christian Spirituality and Theology** - These courses focus on the history and experiences of spirituality in the United States and in the World. Also how theologies are developed and changed depending experiences. (Module 1 – Korean Spirituality, Module 2 – Global Spirituality)

**Spiritual Leadership** - Examines how leadership and spirituality are intertwined in the formation of individual faith and devotion.

**Practice and Spiritual Formation** - Focuses on current issues and how spirituality is practiced today in the world.

#### *Length of Program*

The course of study for D.Min. students will be a minimum of 3 years and a maximum of 5 years. In case of personal or family related emergencies students can take a leave of absence which is explained in the “Leave of Absence” section of this program guideline.

Professional Studies - 24 Units (coursework)

Year 1 – Immigrant Spirituality, Spiritual Practice (module 1 and 2), History of Christian Spirituality and Theology (Module 1)

Year 2 – History of Christian Spirituality and Theology (Module 2)  
Spiritual Leadership, Practice and Spiritual Formation, and Research Methods.

Year 3 to 5 – Writing Workshop, Thesis Project, Defense, and Publication

Doctoral thesis – 6 Unit (including the Writing Workshop class)

Before the advisor’s approval, the student must take a “Writing Workshop Class.” The doctoral thesis, as approved by one’s advisor, must be completed within the final 2 semesters of enrollment.

TOTAL – 30 units

(\*Other tracks will be offered in the future)

**Curriculum**

<b>D. Min. Practice and Spiritual Track</b>				
<b>Course</b>	<b>Units</b>	<b>Semester</b>	<b>Year</b>	<b>Grade</b>
1 <sup>st</sup> year Online /Intensive Class	12	1 <sup>st</sup> /2 <sup>nd</sup>	One	
2 <sup>nd</sup> year Online/Intensive Class	12	3 <sup>rd</sup> /4 <sup>th</sup>	Two	
Professional Thesis Project	6	5 <sup>th</sup> /6 <sup>th</sup>	Three	
<b>Total Units</b>	<b>30</b>			

Each student will be a part of a cohort and progress through the program in this group. During the Thesis Project phase students will participate in practicum and research based on their proposed projects. There is a maximum of 5 years or 10 semesters that each student is allowed to finish the requirements for their degree.



## HAU Faculty

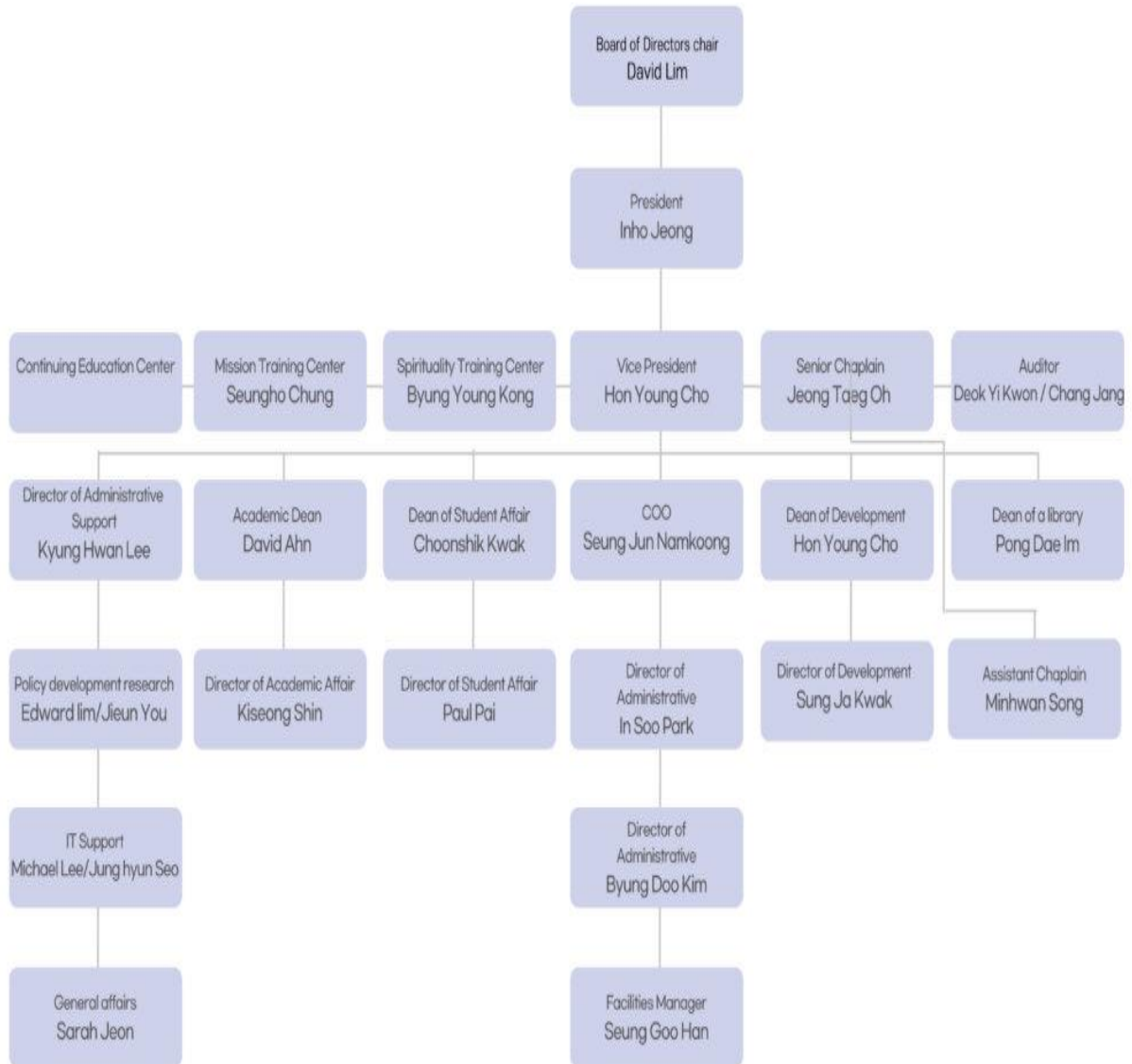
Academic Dean	Dr. David Ahn
Church History	Dr. Kwangwon Kim
Old Testament	Dr. Pong Dae Im
New Testament	Sunghwan Park (PhD candidate)
Pastoral Care and Counseling	Dr. Shinyoung Choi
Pastoral Care and Counseling	Jin Han
Pastoral Care and Counseling	Min Whan Song(PhD candidate)
Greek	Dr. Sangchan Han
Christian Education	Dr. Min Boim
Preaching and Hermeneutics	Dr. Sangryul Kang
Christian Ethics	Dr. Min Seok Kim
Hebrew	Sungeun Jung (PhD candidate)
Systematic Theology	Dr. Kwang Won Kim
Systematic Theology	Dr. Kiseong Shin
Christian Spirituality	Dr. Jeong Taeg Oh
Spirituality in Mission	Dr. Seung Ho Chung
Theology of Mission	Dr. Choonshik Kwak
General	Dr. Jieun You

## Board of Trustees

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# Organization and Administration

(2021–2022 HAU Organizational Chart)



## **Catalog Policy**

Catalog information is subject to change at any time, and students must adhere to changes. It is the student's obligation to ascertain current rules, regulations, fees, and requirements. Students should consult an office director for more information. This institution reserves the right to adopt, amend or repeal rules and policies that apply to students. This catalog is annually updated and provided to prospective students or to the general public when requested, either in writing or electronically at our web site <http://www.mtsamerica.org>.

This Catalog is valid from May 1, 2022 to August 30, 2023.

## **Revision of Regulations**

Any regulations issued by the Administration of the HAU shall have the same force as those printed in this catalog and shall supersede, after notice has been made, any ruling on the same subject that may appear in the printed catalog or other official bulletins of the HAU.